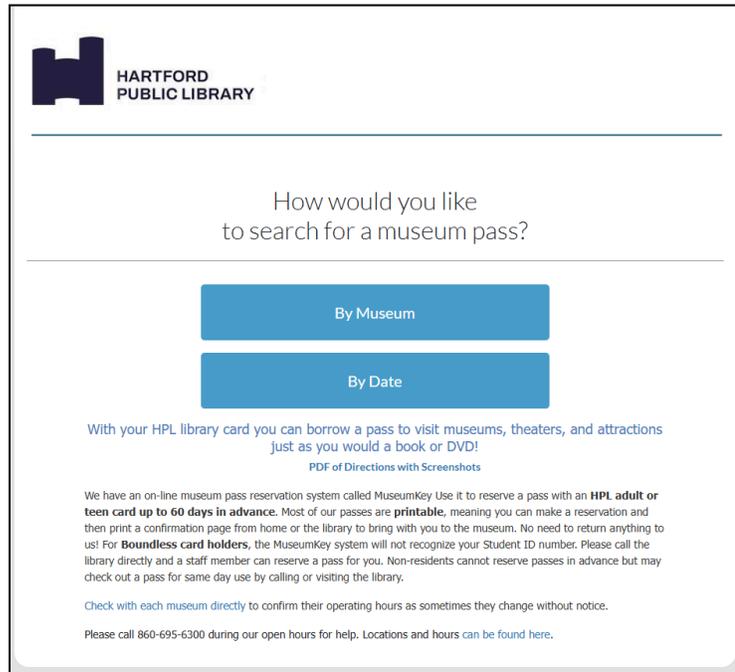
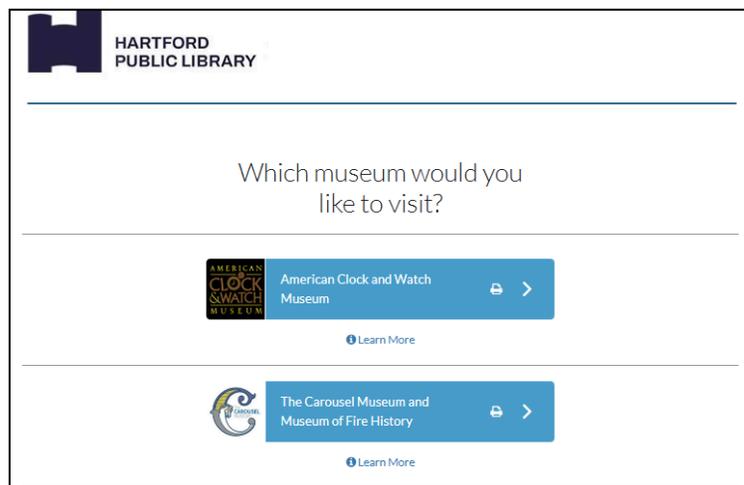


Museum Key How To

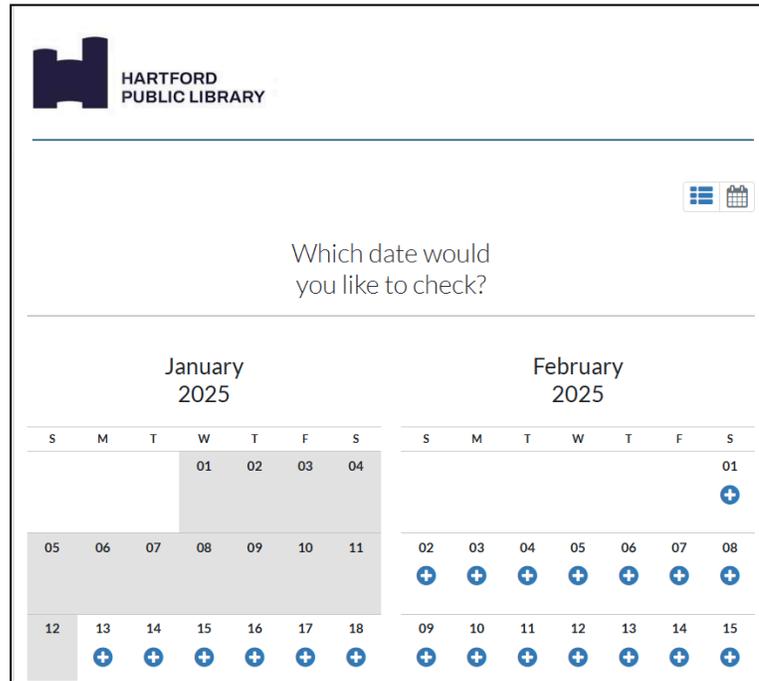
When you visit the Museum Key landing page, you will need to choose to search for a pass by museum or by date.



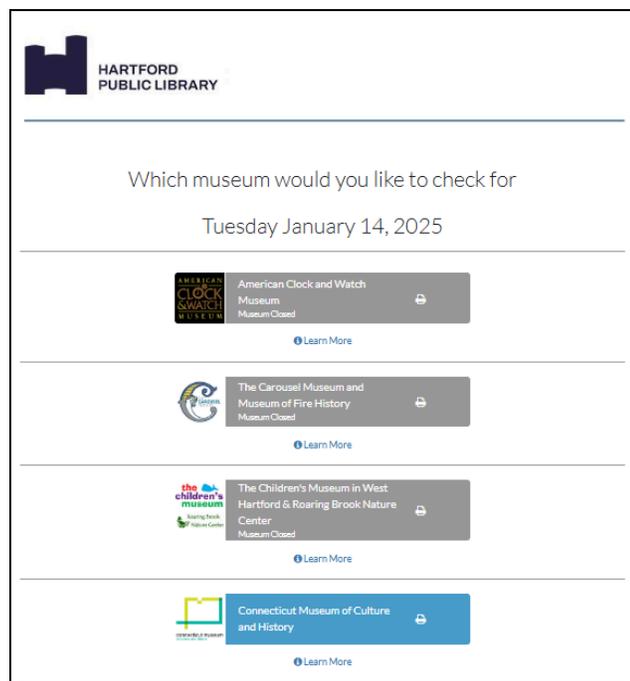
If you choose “by museum” you will see a full list of our available museums. The printer icon  indicates that the pass is printable for you to bring to the museum for entry. If you click on “learn more”  you will be able to see the terms and conditions for each pass.



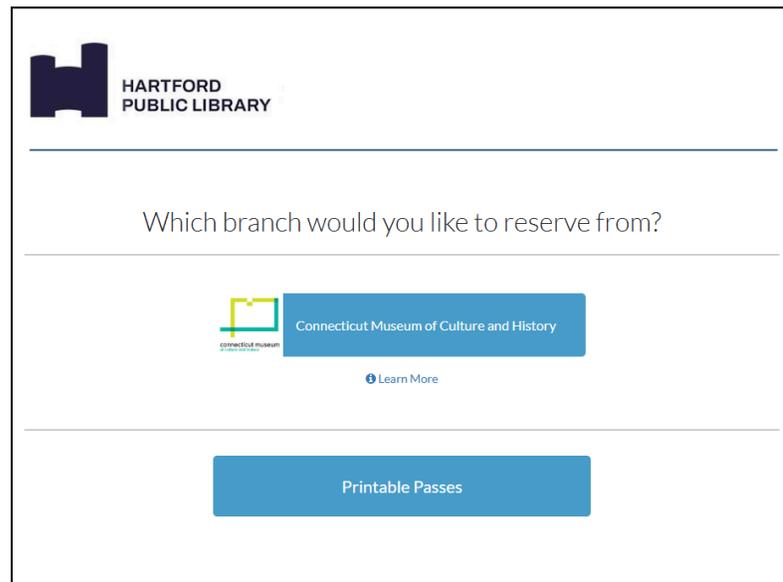
If you choose “by date,” you will see a calendar appear.



If you click on the plus mark beneath the date  another screen will show you all of the available passes for that specific date. If any of them are grey, it means that pass is not available for that specific date (i.e. may be closed).

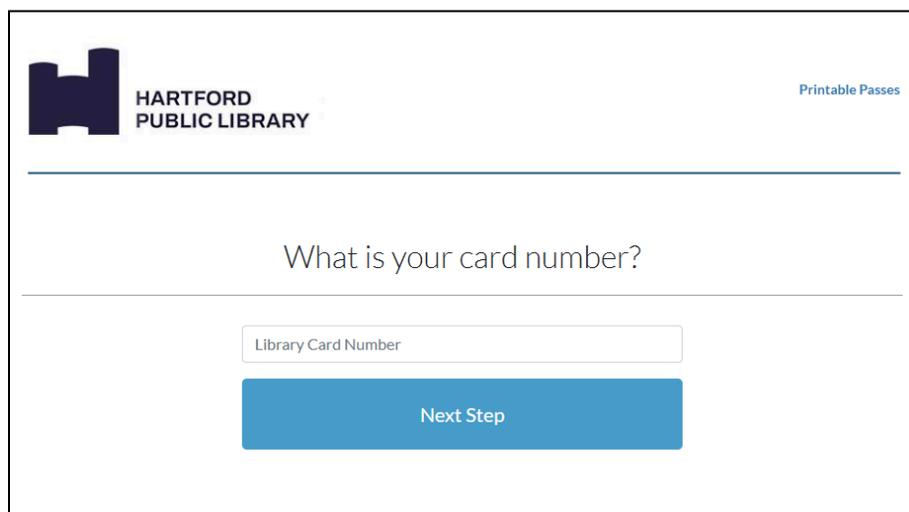


When you choose a museum, you will be asked what branch you want to reserve your pass from. Since they are printable passes, you will want to click on Printable passes.



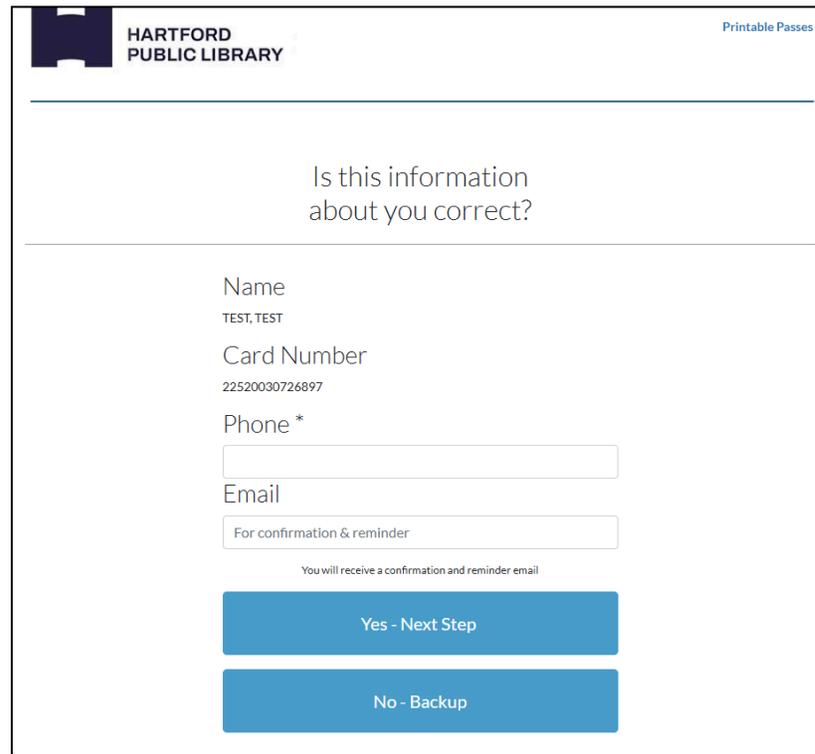
The screenshot shows the Hartford Public Library website interface. At the top left is the logo for Hartford Public Library. Below it, the text reads "Which branch would you like to reserve from?". Underneath this question is a blue button for the "Connecticut Museum of Culture and History" with a small icon to its left and a "Learn More" link below it. At the bottom of the page is a large blue button labeled "Printable Passes".

Then, you'll be asked to enter your library card number. This will only accept HPL cards. For **Boundless card holders**, the MuseumKey system will not recognize your Student ID number. Please call the library directly and a staff member can reserve a pass for you. Non-residents cannot reserve passes in advance but may check out a pass for same day use by calling or visiting the library.



The screenshot shows the Hartford Public Library website interface for the library card number entry step. At the top left is the logo for Hartford Public Library. At the top right, there is a link for "Printable Passes". Below the logo, the text reads "What is your card number?". Underneath this question is a text input field labeled "Library Card Number". Below the input field is a large blue button labeled "Next Step".

Now that you are in the final steps of reserving your pass, you will need to enter your phone number (required) and email (optional). **You will only receive automated confirmation and reminders through email- the phone # is just for library staff in case of an issue.**



The screenshot shows a web form for the Hartford Public Library. At the top left is the library's logo and name, and at the top right is a link for 'Printable Passes'. The main heading asks 'Is this information about you correct?'. Below this, the user's details are listed: Name (TEST, TEST), Card Number (22520030726897), and Phone (with an asterisk and an empty input field). An optional email field is also present with the placeholder text 'For confirmation & reminder'. A note states 'You will receive a confirmation and reminder email'. At the bottom, there are two blue buttons: 'Yes - Next Step' and 'No - Backup'.

HARTFORD PUBLIC LIBRARY Printable Passes

Is this information about you correct?

Name
TEST, TEST

Card Number
22520030726897

Phone *

Email

You will receive a confirmation and reminder email

[Yes - Next Step](#)

[No - Backup](#)

You will need to review the details of the pass and confirm. If correct, click “place reservation.”

HARTFORD PUBLIC LIBRARY Printable Passes

One more step.
Does everything look correct?

<p>Name TEST,TEST</p> <p>Card Number 22520030726897</p> <p>Phone 860-874-2432</p>	<p>Museum Connecticut Museum of Culture and History</p> <p>Date of Use Tuesday January 14, 2025</p> <p>Valid Until Tuesday January 14, 2025</p> <p>Method Printable Pass</p>
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Yes - Place Reservation

No - Start Over

Finally, you'll see a confirmation check mark and a summary of the details of your pass.

HARTFORD PUBLIC LIBRARY

Your reservation
has been confirmed.



Print Pass

<p>Name TEST,TEST</p> <p>Library Card Number 22520030726897</p> <p>Phone 860-874-2432</p>	<p>Museum Connecticut Museum of Culture and History</p> <p>Date of Use Tuesday January 14, 2025</p> <p>Valid Until Tuesday January 14, 2025</p> <p>Method Printable Pass</p>
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If you click on “print pass”  you will be shown another page for you to get a printable version of the pass. Click on “print this pass”  and a printing dialogue should appear for you to directly print your pass.

This is your pass. **Hartford Public Library**
Present this entire page at the venue.


Connecticut Museum of Culture and History
Pass For: TEST, TEST
Library Card No. 22520030726897
For Use Only On: Tuesday January 14, 2025
Date & Time of Request: Monday January 13, 2025 09:34 am

1 Elizabeth St, Hartford, CT
Formerly known as the Connecticut Historical Society. The pass admits up to two adults and four children free of charge.
Research center is not included.

[Print this pass](#)

To cancel a reservation, please contact the library and we will be able to assist you.