

Patron Registration Policy

Residents of the Library's legal service area (identified on the Library Website) may receive a Library Card at no charge.

To obtain a Library Card, an Adult Patron must provide photo identification and proof of current address. They must also fill out the Patron Registration Card, and allow a photograph to be taken for use in the Library computer system. The Patron must provide the name and phone number of a contact person who does not live in the same household. If this information is not provided within 30 days, library services will be discontinued. In lieu of providing a contact name and phone number, a Patron may post a \$100.00 deposit to receive a Library Card. The card will have a check out limit of 10 items. The deposit will be refunded when the Library Card is returned to the Library.

Applicants under the age of 18 must have a legal guardian/parent's signature on the application. The adult providing the signature must provide photo identification, proof of current address, and meet the requirements of legal residency stated above. Emancipated minors shall be considered to be Adults.

Residents of LiLI Express Library Districts, who have a Library Card from their "Home Library," may receive a Library Card at no charge. For all other non-residents, Library Cards may be issued for a fee of \$15.00 per card or \$30.00 per household per year. Individuals in "Temporary Housing" may obtain a temporary card by making a \$25.00 cash refundable deposit and may check out 10 items at a time. A temporary card will expire after 3 months, but may be renewed.

Library Cards issued to residents of the Library's legal service area shall be valid for one year from the date of issue. Cards issued to Patrons from LiLI Express Libraries shall be valid one year from the date of issue. Cards issued to non-residents for a fee shall be valid for a period of one year from the date of issue.

Lost Library Cards may be replaced for a charge of \$2.00.

Revised: 6-5-17

Policy Committee: 5-6-19

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