

## **Aurora Free Library LIBRARY CARD POLICY**

The Aurora Free Library issues library cards free-of-charge to area residents of any age under the guidelines that are listed below. One may apply for a library card at the library circulation desk.\*

### Adult Cards (age 18 and older)

- Applicants must present proof of name and current address. A driver's license, automobile registration, postmarked mail, checkbooks which include home address, or similar documentation, are all acceptable as proof.
- Applicants must provide their street address on the registration card, even if mail is to be sent to a P.O. Box.
- Adult cardholders are responsible for overdue, lost or damaged items that are checked out on their card.

### Juvenile Cards (under age 18)

- For applicants without proper I.D., a parent or guardian must provide proof of current address.
- Applicants must provide their street address on the registration card, even if mail is to be sent to a P.O. Box.
- Parents or legal guardians of juvenile cardholders are responsible for overdue, lost or damaged items borrowed by their child.

**Lost and Worn Out Library Cards** : A patron turning in a "worn out" card or needing a replacement due to loss will be issued a new card free-of-charge.

**Suspended Privileges** : Further borrowing will be prevented if Finger Lakes Library System charges exceed \$25.

*\* Individuals who otherwise meet registration requirements, but who are unable to complete forms may be assisted by anyone who is willing and able to do so (ie.- staff, parents or guardians, other family members, caregivers, counselors, or friends).*

Approved by Board of Trustees on September 17, 2013.