

Thornton Public Library (East Hazel Crest PLD) Library Card Policy

1.) Residents:

Residents of Thornton and East Hazel Crest (excluding unincorporated areas) are eligible for a library card.

(If the applicant has previously had library card privileges in the RAILS/SWAN system, any fines or fees will need to be resolved before a Thornton / East Hazel Crest library card will be issued.)

2.) Non-Residents:

Non-resident business and/or property owners are eligible for one free (1) library card. Teachers from the school district who are not residents are eligible for a free teacher library card that will be valid only at Thornton Public Library.

The annual fee for a non-resident library card, including unincorporated residents, is \$125.00 per household.

(If the applicant(s) has (have) previously had library card privileges in the RAILS/SWAN systems, any fines or fees will need to be resolved before a Thornton / East Hazel Crest library card will be issued.)

3.) Adults (18 and older)

Adults 18 and older receive adult library cards.

4.) Juvenile (17 and younger)

Juveniles 17 and younger must have a parent or legal guardian co-sign library card applications. Juvenile cards are not eligible to check out Dvds.

5.) ID Requirements:

To establish residency and identification, the following criteria must be met:

Two (2) pieces of ID (one from each column):

<u>Photo ID with current address</u>	<u>Mail (within 6 months)</u>
Illinois Driver's License	Utility bill (gas, water, etc.)
Illinois State ID	Property Tax bill, rental / lease agreement
US Passport	Credit card bill / bank statement / pay stub
Student or Military ID	Voter's ID

If the Photo ID does not have the current address, three (3) pieces of mail are necessary to establish residency.

6.) Privileges

Library cards are valid for two (2) years.

7.) Responsibilities

Adult cardholders and parent or legal guardian signatories are responsible for the library cards issued with their authorization, all materials checked out on the cards, and the selection of materials.

If a library card is lost or stolen, please notify the library as soon as possible to limit liability.

Replacement library cards are \$1.00.