

## **Meredith Public Library Library Card Policy**

The Meredith Public Library offers its collection, public computers and wireless access free of charge to all while in the library. Those who wish to apply for a library card may do so if they are age six and over, or in the first grade. ***A parent or guardian must be present to sign the library card registration form for any child under the age of 18.*** Free cards will be given to:

- Anyone who lives or owns property in the Town of Meredith.
- Children of residents or property owners in the Town of Meredith under the age of 18.
- Anyone who is enrolled in a school in the Town of Meredith.
- Employees of the Town of Meredith, Inter-Lakes Schools, or the Meredith Public Library.
- Meredith business owners.

Non-residents may receive a card for a fee of \$10.00 per year. These cards will expire after one year and must be renewed and paid for annually.

All persons applying for a library card must present the following: Proof of residency or business ownership in Town such as a driver's license, car registration, checkbook, tax bill, rental agreement or utility bill.

Families may opt to have one "Family Card" with multiple persons from one family using one patron account. Patrons may opt to have one family card or individual cards for each person in the family but cannot do both. For example, the "Smith Family" may opt for one card for John, Mary, Jane and Bob. The "Smith Family" cannot have a family card and then individual cards for John, Mary, Jane and Bob. If Bob opts to have his own card, his name will be removed from the family card.

Family cards will be entered with one Family name in the surname field and then given names in the first name field. For example "Smith" should be placed in the last name field and then "John, Mary, Jane, Bob" in the first name field. Families with multiple last names need to pick one primary name for the last name field if using a family card. For example, John Smith's wife Mary has kept her maiden name of "Jones". The Family card needs to either have Smith or Jones in the last name field, but not both.