

Lyons Public Library - BORROWERS POLICY

A Pioneer Library System (OWWL) card is required for all borrowers in order to be consistent with the circulation system used by the libraries within the Pioneer Library System.

To get a Pioneer Library System (OWWL) card you must fill out a registration card. Children must be at least 3 years old in order to receive a library card. Children under 13 years old need a parent's signature on the registration. Those ages 13 - 17 do not. People ages 18 and older must provide proof of current address and present a current photo I.D.

We will accept the following items as proof of current address:

1. Driver's License.
2. Non-Driver's License.
3. Utility Bills, Credit Card Bills, Pay Stubbs, etc.
4. Bank Statements.
5. Any other I.D. that shows current address.

If proof of current address is shown, the card will be made and handed to the patron that day. If unable to provide proof of address, the card will be mailed.

Your library card may be used to borrow on the day it is issued. A new patron card (not a replacement) has a 2 item borrowing limit the first time. Once the items have been returned, the borrowing restrictions will be removed. *(If the patron does not take anything out when receiving the first card, staff must place an alert on the record, "Patron is limited to 2 items for first checkout." Alert can be removed once patron has done the first checkout.)* There are already items that have limits - 4 DVDs and 2 videogames at a time. However, if a patron has outstanding fines of \$5.00 or more, lost materials or 5 overdues, no materials can be taken out until the patron's record is cleared

You must have your Pioneer Library System (OWWL) card with you in order to borrow any materials or use the computers. There are no exceptions.

No one else may use your library card.

Registered patrons agree to comply with the library's rules and regulations; are responsible for all materials borrowed on their card and agree to pay all fines, damages to library materials and the replacement cost of lost items. Patrons also agree to give immediate notice of any change of address. Parents are responsible for the payment of charge and fines incurred by their children.

Lost or damaged cards will be replaced for \$1.00.

The Library Director may place a limit on the number of items borrowed by an individual based on demand by others for the type of material, or other circumstances.

Adopted 2/24/1998, Revised 8/16/2016, 5/21/2019
Board of Trustees - Lyons Public Library