

**Alexander Findley Community Library**  
**Patron Card Policy**

**Policy:**

The Alexander Findley Community Library welcomes you. All patrons are asked to register their name, address, phone number, and email address, and to list the names of all family members who will be using the library card. Cards can be procured by completing a membership application, available at the Circulation Desk.

**Children:**

Children can sign up for their own library card at the age of five. Parents or legal guardians can fill out their application and must act as Guarantor on the account until the child turns 18, at which time they will be responsible for their own account.

**Material Loan Period:**

Library materials may be borrowed for a three-week period and may be renewed provided there is no hold on the items. Patrons may renew materials during library hours or online using their patron ID. The number of books borrowed is not limited, however, you are asked to take no more than can reasonably be enjoyed within the loan period. There is no fine for overdue materials, but a donation would be greatly appreciated. In the event of lost or damaged materials, patrons will be charged the total replacement value. Failure to pay the replacement value will result in loss of borrowing privileges until the library receives payment. Patrons who have a charge of over \$10 on their account (even if the charge is with another CCLS and not with AFCL specifically) will also lose borrowing privileges until their account is taken care of.

We ask that you enjoy and appreciate the library and what it has to offer. We are here to help “Create Opportunities for Learning and Sharing.” We are here to serve you.

8/28/23 (reviewed)