

## Library Card Eligibility

All residents of Colorado are eligible to apply for an East Morgan County Library District card. Out of state residents may apply for a card as long as they have the appropriate identification. No card, or other service, will be denied because of racial, religious, social, economic, or political status. A library card is not required for the use of printed materials within the library.

To obtain a library card, the applicant will be required to present picture identification and proof of current permanent address. This information can be shown on the same form of ID, such as a driver's license. If the current address is not listed on the Photo ID, a second form of identification will be required.

Acceptable forms of photo identification for borrowers age 16 and older include:

- Driver's license
- Military ID
- Passport
- Permanent resident card
- School ID
- State ID

Acceptable forms of second identification include:

- Voter registration
- Utility bill, rent or mortgage receipt
- Mail addressed to current address
- Car registration
- Printed checks with current address
- OR any other legitimate legal document showing name and current address

An adult who presents an acceptable photo ID but who is unable to verify a current address will be considered a New Patron and item circulation will be limited to two items until address is verified. Patron can fill out an East Morgan County Library postcard that will be mailed to them. Once the patron receives the postcard and brings it back to the library, this will count as proof of address.

Circulation and computer privileges may be denied if cardholders owe \$5.00 or more in fines or fees. Please refer to the Behavior Policy and Use of Technology Policy for more information.

The first library card is free. Replacement library cards are \$2.00.

Both juvenile and a parent/legal guardian must be present in order to obtain a card for a juvenile patron (ages 5-15). If the parent/legal guardian already has a card in good standing at East Morgan County Library, this can count as the address verification and the parent/legal guardian will only be required to show their photo ID. If the parent/legal guardian does not have a valid East Morgan County Library card, a photo ID and verification of address must be shown (see acceptable forms of identification above). If no proof of address is supplied, the juvenile will be placed as a New Patron and item circulation will be limited to two items until address is verified.

A library card entitles the holder to any and all library services. New Patrons cannot place Interlibrary Loan (ILL) requests until their address has been verified.

The East Morgan County Library District protects the privacy of library records and the confidentiality of patron use of the library as required by relevant laws.

**Accepted: September 1984**  
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EMCL General Service Policies