

## **NWLN Patron Registration Policy**

9-22-2022

- Individuals are limited to one card in the Northern Waters Library Network, regardless of the place of issue.
- Patrons must provide proof of identity and residence to register.
- Each library must verify proof of identity and residence.

### **Eligibility for an NWLN patron card**

- Residents, property owners, and visitors to the area are eligible to apply for a library card.
- The library will serve all patrons who request service.
  - Eligibility for a NWLN library card will not be limited because of religious, racial, social, economic, or political status; mental, emotional, or physical condition; age; gender; or sexual orientation.

### **Use Policy**

- Applicants under 16 years of age or adults with a legal guardian or caregiver must have a parent, guardian, or other adult serve as the responsible party for the card.
- The responsible party is ultimately responsible for any late fees or lost materials on the card and must provide contact information and sign the card application form.
- All library cards expire after one year. To renew a library card, each library must verify proof of identity and residence.
- The use of the library may be denied for due cause.
  - Such causes may be failure to return library materials or to pay penalties, destruction of library property, disturbance of other patrons, or any other illegal, disruptive, or objectionable conduct on library premises.
- Local library policy dictates registration requirements and circulation limits for patrons with temporary accounts.
- Institutional accounts are allowed with an authorized individual acting as the responsible party for the institution.