



policy statement on

PATRON LIBRARY CARDS

REVISED **DECEMBER 29, 2008**

Registration for an East Baton Rouge Parish Library card is free. The following requirements must be met:

ADULT LIBRARY CARD

- Adults are eligible for an adult library card.
- Adults are responsible for all materials checked out on their card and the fines, damages and losses that result while the materials are checked out to them.
- Residents of East Baton Rouge Parish must show an official picture I.D. and proof of address.
- Residents of other parishes, who own property in East Baton Rouge Parish, must show an official picture I.D., proof of address, and proof of property ownership in this parish.
- Residents of reciprocating, neighboring parishes must show an official picture I.D., proof of address, and a form signed by the librarian in their home parish showing that they are in good standing with that library.

CHILD'S LIBRARY CARD

- Children up to age 11 are eligible for a Child's Card.
- Children are not held responsible for overdue library materials. The parent or guardian will be held responsible for the full cost of lost or damaged materials. Library materials more than 60 days overdue will be considered lost. A Child's Card may be used to checkout materials from the Children's Collection.
- Children may receive a library card when the parent determines the child is ready. There is no minimum age requirement.
- Children may register using the parent's I.D. with the same requirements as an adult card. The parent must sign with or for the child.

This policy replaces and supersedes the Children's Library Card Policy of November 29, 1994 and June 29, 2007.

TWEEN LIBRARY CARD

- Children age 12-14 are eligible for a Tween Card.
- A parent or guardian must accept responsibility for overdue fines and lost/damaged materials. Tween Cards may be used to check out materials from the Teen and Children's Collections.
- At age 12 or in the sixth grade a child who has never had a card or who has a child card with no charges on it, may register for a Tween Card.
- Children may register using the parent's I.D. with the same requirements as an adult card. The parent must sign with the child.



TEEN LIBRARY CARD

- Teens age 15 - 18 are eligible for a Teen Card.
- Parents of Teens will be held responsible for over due fines and lost/damaged materials. A Teen card can be used to check out materials from the entire library collection.
- At age 15, a teen who has never had a library card, or a teen who has a Child or Tween card with no fines or charges may get a Teen Card.
- A teen must show picture I.D. and proof of East Baton Rouge Parish address or have a parent use his identification.
- A teen who lives out of parish must have a form signed by the librarian in his parish of residence showing he is in good standing.

As a courtesy the library provides “computer use only” cards for in-parish and out-of-parish users. In all other instances consult the Circulation librarian.