

Application for an Ely Public Library card

First Name: _____ Middle Name: _____

Last Name: _____ Family card? Y N

Names on family card: _____

Address: _____ City, State, Zip: _____

Primary Telephone (319-555-5555) _____ Birthdate: _____

E-mail Address: _____

A minor child (children under the age of 18) must have a parent or legal guardian's signature for consent before a library card will be issued. The Parent/Legal Guardian of a minor child accepts responsibility for all materials borrowed on this card and for all overdue fines, fees, lost, or damaged materials. The Ely Public Library has a policy of open borrowing privileges which allow anyone, regardless of age, to select from any part of the library collection. It is the responsibility of the parents who wish to do so, to monitor their own children's use of library material. The library cannot determine what is appropriate for patrons to read or view and the library does not restrict access to any materials.

Parent/Legal Guardian Signature: _____

Ely Public Library Library Card Policy

- All borrowers must be registered in order to check out materials.
- Individuals of all ages may apply for a library card with proper identification.
- Minor's applying for their own card must have a Parent or Legal Guardian's signature.
- A Library Card Application form must be completed.
- Cardholders are responsible for all materials checked out on the card and for payment of fines and fees assigned to the card.
- The Ely Public Library Board of Trustees recognizes that library circulation records and other records that identify specific users are confidential in nature. No individual except authorized by library staff, shall have access to circulation or patron records other than his/her own without the cardholder's consent.
- If a patron does not have his/her library card, the library staff can look up the account by their last name.
- The Library Director may refuse or restrict a library card if a pattern of abuse is established.
- Cardholders are responsible for notifying the Ely Public Library if a card is lost or stolen.
- Replacement fee for a new library card is \$1.00.
- Library cards will expire after 365 days of inactivity.

Library Hours and Contact information:

(319) 848-7616

www.ely.lib.ia.us

Sunday	Closed
Monday	9:00 am – 8:00 pm
Tuesday	1:00 pm – 8:00 pm
Wednesday	1:00 pm – 8:00 pm
Thursday	9:00 am – 8:00 pm
Friday	1:00 pm – 5:00 pm
Saturday	9:00 am – 4:00 pm