



Application for An Adult Lake Park Library Card

Library cards may be issued to residents and employees of the Town of Lake Park, as well as any resident in Palm Beach County. Applicants will need to provide a photo identification showing an up to date address; example: (Driver's License or DMV non-driver's License). Other forms of photo ID: (foreign driver's license, student ID or passport) may be presented but will require additional documents to show proof of residency: (Electric, Water, Telephone or a Property Tax bill). These documents must bear the name of the applicant stated on the Photo identification in order to process this application. Once verification is completed, the Library Card may be issued. Library cards are renewed annually if all information is still current. If you have a change of address let us know on or before time of renewal by presenting an updated ID or a Valid document as described stated above.

Please read the following rules and regulations carefully and complete this agreement by signing the application on the reverse page.

Lake Park Public Library (LPPL) Computer Rules of Behavior

1. ALL users must present a photo ID or a current Lake Park Public Library card and sign in at the Circulation desk.
2. All users must be in good standing with NO fines or overdue items owing at Lake Park Public Library or any municipal member of the PBCL Cooperative.
3. Printing fee is \$.20 per page/\$.50 Color. *PLEASE* consult with a library staff member if you need assistance; however, we are NOT responsible for printing errors. We recommend that you use the "Print View" function before printing.
4. Users are limited to 60 minutes per visit when others are waiting to use a computer.
5. Users accompanied with small children are limited to 60 minutes per visit. Staff member at our discretion may reduce the time if the child is in need and is disturbing other patrons.
6. Two people may sit at a computer together, provided the collaborative activity does not disturb others.
7. Library computers are a public service. All users need to follow community standards of ethics, taste and sensibility while engaged with computer programs or accessing the Internet.
8. Illegal and/or explicit material may not be displayed in the Lake Park Public Library.
9. User's who violate Lake Park Public Library rules, harm equipment or programs and/or otherwise violate Standards of ethics, taste and sensibility will be denied use of computers in the Lake Park Public Library and may be asked to leave. Repeated violations may result in being permanently banned from the facilities.

Borrowing items of any Media

1. New Cardholders are limited to one Library item of any media on their first borrowed item. The item must be borrowed for a period of no less than 48hours before full privileges are granted.
2. Books circulate for (2 weeks), with a \$.25 fine each day overdue.
3. Books may be renewed by telephone, online or in-person on or before the due date.
4. Bestsellers and other library materials may be reserved by telephone, email, or in-person.
5. Library Staff reserves the right to limit the number of books borrowed to 10 items or less in some circumstances.
6. All digital media may be borrowed for one week (7 days) at a time, with a \$1.00 fine each day overdue.
7. Library media may be renewed up to 3 times as long as the item(s) have not been placed on reserve.
8. Card holders are responsible for the safe return of ALL media items.
9. Users will be charged for the replacement of damaged OR lost items in addition to a \$5.00 processing fee.

Lost or Damaged Library Cards

1. The cost for replacing a lost or damaged borrower's card is \$3.00.