



Application for a Juvenile Lake Park Public Library Card

A Parent or guardian ***must*** be present to apply for the Juvenile library card. Parent/Guardian 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 parent/guardian stated on the Photo identification in order to process this application. Once verification is completed, the child's Library Card may be issued.

If you are ***not*** the parent but are the legal guardian, we may require school registration documents reflecting current guardianship before issuing the child a library card.

Library cards are renewed annually if all information is still current. If parent or guardian has a change of address let us know on or before time of renewal by presenting an ***updated ID*** or a Valid document stated above.

Parent/Guardian please read the following rules and regulations carefully and completes this agreement by signing the application on the reverse page.

Using Computers in the Lake Park Public Library

- i. Children under the age of 10 must be accompanied by an adult over 21 years of age at ***all*** times.
- ii. Children 11 and under may use computers in the Children's Area. No children ***over*** age of 11 may use this area.
- iii. Children between 12 and 17 years of age may use the Teen Room. ***A student ID or Library card is required to have access to this area.***
- iv. Library staff reserves the right to ask any individual to leave the Library in order to maintain a safe, sanitary and/or a quiet environment. See posted ***Library Rules.***
- v. Students under 11 years may use the Adult Computer Lab in the library at the discretion of Library Staff.
- vi. All users must be in good standing with ***NO*** overdue items or fines.
- vii. Users are limited to ***60 minutes*** per visit when others are waiting to use a computer.
- viii. Two people may sit at a computer together, provided they both sign in and the collaborative activity does not disturb others.
- ix. If you are not the owner of the Library Card, it may be confiscated and ***ALL*** privileges may be revoked. Library Staff reserves the right to ask any user for supporting identification in addition to a ***Library Card.***
- x. Printing fee is \$.20 per page/\$.50 Color. ***PLEASE*** consult with a library staff member if you need assistance we are ***NOT*** responsible for printing errors.
- xi. Library computers are a public service. Display of explicit materials on public computers that contravenes community standards of Ethics, Taste and Sensibility in the Lake Park Public Library is a violation of the ***Lake Park Public Library's Rules of Behavior.***
- xii. Users who abuse computer rules, harm equipment or programs and/or otherwise violate standards of ethics, taste and sensibility will be denied use of computers and may be asked to leave.

Borrowing Books

1. Books circulate for 2 weeks, with a **\$.25 fine** each day overdue.
2. Users will be charged for damaged or lost books in addition to **\$5.00** processing fee.
3. Books may be renewed by telephone, online or in-person **Only** on or prior to due date.
4. Bestsellers and other materials may be reserved by telephone and in-person.
5. Parent/Guardian is ultimately responsible for the safe return of books.

Borrowing Videos/DVDs and Audio-books

A juvenile Library card may **not** be used to check out videos, DVD's nor audio-books.

Lost or Damaged Library Cards

The cost for replacing a lost, damaged or stolen library card is **\$3.00**.

Date **BARRED**: _____ / _____ / _____
Month Day Year

CIRCLE ONE

Verified with PAPA Or A CURRENT

- Telephone bill
- Cable Bill
- Water/Gas/Electric Bill
- OTHER*

Staff Initials: _____

DATE RECEIVED: _____

DATE APPROVED: _____

DATE GIVEN: _____

NOTES: _____