



Application for Library Card

Please print clearly:

Last Name: _____

First Name _____ Middle Initial: _____

Nickname: _____

Where do you live? (please circle) Town or Rural

Address _____

City _____ State _____ ZIP _____

E-mail: _____

Home Phone: _____ Mobile Phone _____

Mobile phone carrier: _____

Driver's License Number: _____ State: _____

Birth Date: ____ / ____ / ____

I agree to the Computer/Internet Policy (see other side)

I accept responsibility for the use of this card, including all items borrowed and all charges assessed.

Signature: _____

If under 13 years old, the library needs to have a parent's signature to accept responsibility.

Parent's Name: _____

Parent's Signature: _____

Computer/Internet use okay? Yes No
(see other side)

*****Computer Use Only--- fill in areas marked by gray lines. ****

COMPUTER/ INTERNET USAGE POLICY

Illegal use of the internet is prohibited.

Individuals who would like to use the library computers must be library card holders in good standing. Computer users will be asked to agree to the Computer Usage Policy when they apply for a library card.

Parents may decide to allow children under the age of 18 computer access when they sign-up the child for a library card.

Visitors can use the computers under a Guest Account, if they show a valid ID, each time they visit. (See circulation policy for possible ID options.)

Library staff members are not able to provide in-depth computer assistance but will answer questions and, as time allows, help users locate and use resources on the Internet or on other electronic resources in the library. Patrons can schedule a session with a staff member to provide more in-depth assistance.

Library staff are not allowed to complete online forms that contain personal data for the public. Computer users not comfortable with keyboarding and computers are encouraged to bring a family member or friend to help them complete online forms.

Loud conversation will not be tolerated.

No unauthorized changes to the setup or configuration of the software or hardware are allowed.

Application of policy guidelines:

- All computer users must present a current library card in good standing. "Good Standing" is defined by the Circulation Policy.
- Visitors can use the computers under a Guest Account, if they show a valid ID, each time they visit and have a signed Computer Usage Policy on file. (See circulation policy for possible ID options.)
- Two users per computer, if space permits.
- Usage is limited to two hours per day. The library staff may adjust this limit based on demand.
- No reservations are accepted, unless deemed necessary by the staff.
- Computer access expires ten minutes before closing. Computer users are responsible for all print jobs they generate, even if the print outs are not as expected.
Print Fees:
Black & White \$.20, per each side of the page
Copy, Color \$1.00 per each side of the page

- Violating the Computer/Internet Policy:

First violation - warning.

Second violation – loss of privileges for three months.

Third violation – permanent loss of privileges.

Please ask to see the complete Computer/Internet Usage Policy for further information.