

## SCOTT COUNTY LIBRARY SYSTEM

Library Card Applications

revised June 2008

- 1) Individuals may have only **one** valid library card issued by the public library system in Minnesota that serves the city or county where you live or where you own property. For example, if you live in Scott County, you may only have a Scott County Library Card.
- 2) You only need one library card because you may register your valid Minnesota public library card in any other public library system in Minnesota.
- 3) For Scott County residents, you must complete an application and show a picture ID and proof of residence (for example a **current** driver's license, or a picture ID and a utility bill) to receive a card. A complete street address is required for verification, even if you use a P.O. Box to receive mail. For exceptions, see 3a and 7 below.
  - a) If you have safety or security concerns, please talk to library staff about the information placed in your record.
  - b) If you fill out an application at another metro area public library, your application will be sent to the Scott County Library System, and your library card will be mailed to you. You will need to provide proof of residence the first time you use your card.
- 4) Your first library card is free. There is a charge of \$1.00 for a replacement Scott County library card.
- 5) A child is eligible for a Scott County library card when his/her parent or guardian chooses to apply for a card. The child must be present to receive a card. The parent's or guardian's signature and address verification is required for children under 16 years old.
- 6) LeSueur County residents who live within the city limits of New Prague are eligible for a Scott County library card.
- 7) Temporary cards may be issued to the homeless, employees of Valley Fair, Canterbury Downs, the Renaissance Festival, summer visitors, and others who are temporarily residing in Scott County. The temporary card permits the customer to use all services in Scott County branch libraries including access to the Internet. Temporary customers may have a total of five items checked out at a time.
- 8) Teachers in Scott County schools may apply for a group card that can be used to access electronic resources in the classroom. The card cannot be used to check out library materials.