

# BRUNSWICK COUNTY LIBRARY

## LIBRARY CARD POLICY

### Standard Library Card (3 years)

Everyone who lives, works, goes to school, or owns property in Brunswick County is eligible for a free library card with proper identification. That identification can include any of the following:

- Government-issued driver's license or ID
- Military, tribal, or other photo ID
- Passport
- School or work photo ID
- If the ID does not show the current address, additional proof of address is needed: utility bill, lease agreement, tax document, Medicaid card, voter registration, etc. Digital versions or paper copies are both acceptable.

Children between the ages of 5 and 17 years may obtain a library card with a parent or guardian's identification and permission.

Persons without a library card may use the card of a friend or relative only with that person's permission; the person whose name is on the card agrees to be responsible for all materials checked out on that card.

### Non-Resident/Seasonal Resident Card (12 months)

Seasonal residents or non-residents of Brunswick County who do not qualify for a standard card may receive a temporary, non-resident card by paying a non-refundable user fee of \$25 and showing proof of permanent address. A temporary card is valid for twelve (12) months and may be used to borrow three (3) cataloged books and one (1) audio-visual item at a time, as well as e-books and other online resources.

Although the Library cannot issue cards to people who are merely visiting, everyone is invited to enjoy the resources within the buildings, including books, periodicals, computers, and programs, at no cost. Friends of the Library book sales are available at some branches and free magazines are available at all branch locations.

## Computers

A library card is not required for computer use. A person may register at the front desk and be assigned to a work station. The user is responsible for paying for all copies printed from that workstation and for respecting time and use limits.

## Fines and fees

Library materials are considered overdue if they are not in the book return prior to opening on the next business day. Items returned overnight in the exterior book return are considered returned the previous business day.

Fines and fees are charged according to the Schedule of Fees as approved by the County Commissioners and posted on the Library's website. Borrowers will be blocked from checking out Library materials, including e-books, when their account balance reaches \$10.00. Computer usage is unaffected by account balances.

*Revised and adopted by the Brunswick County Library Board, October 25, 1993.*

*Reviewed by the Library Board, 2009.*

*Reviewed and adopted by the Library Board, January 27, 2025.*