

TOWN OF VEGREVILLE LIBRARY BOARD POLICY MANUAL

Category: Library Patrons

Policy Number: LIB-02-001

Title: Cardholders

1. The Vegreville Centennial Library serves any person who wishes to use the library services, with or without a library card.
2. Library materials may only be borrowed by cardholders. Non-cardholders may not borrow materials from the Vegreville Centennial Library, but they are entitled to use materials within the Library.
3. A library card entitles the patron to the full range of library services. Cardholder fees must be paid annually.
4. To acquire a library card, an application must be made in writing on the Library's membership application form, signed by the applicant, and must be accompanied by the cardholder fee.
5. Parents or legal guardians must sign the Library's membership application form on behalf of minor children. Parents or legal guardians thereby take responsibility on behalf of the minor child cardholder for all materials signed out on that card, as well as all fines and fees associated with that card.
6. Library card applicants must present valid government-issued identification. Valid identification includes such things as:
 - driver's license
 - medical services card
 - passport
 - birth certificate
 - other government issued photo identification
7. If a card applicant does not have government-issued identification showing their current address, other forms of identification may also be requested, at the discretion of Library Staff (e.g. a mailed bill).
8. Any resident in the Vegreville Centennial Library service area is eligible to apply for a library card.
9. Each individual shall be issued their own library card, for their use only.
10. It is the responsibility of cardholders to:
 - (a) notify Library Staff of change in name, address, or telephone number,
 - (b) take proper care of any library items entrusted to their care,
 - (c) return any library item to the Library on or before the due date provided.

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Continuation of Policy Number: LIB-02-001

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11. Anyone who carries a TAL (The Alberta Library) card is a TAL cardholder. TAL cardholders can borrow up to 5 books at any member library of TAL. They cannot borrow any audio or A/V materials. (see policy LIB-00-001)
12. TRAC (The Regional Automation Consortium) and MeLibraries cardholders have the same borrowing privileges as any cardholder of the Vegreville Centennial Library. (see policy LIB-00-001)
13. Any Alberta Library Cardholder can borrow and/or drop off library materials at any public library in the Province.

Date Approved: January 20, 2021

Board Chair Signature: 

Date to be Reviewed: January 2024