

LIBRARY CARD REGISTRATION

All residents within the City of Rockford or owners of property within the City of Rockford are eligible for a Library Card. A library card application and proof of eligibility is required for issuance.

Library cards are non-transferable. All items borrowed are the responsibility of the individual to whom the card is issued. The Library shall issue cards to children under 14 years of age provided that a parent or guardian signs the application and a statement accepting responsibility for borrowed materials.

The registration period for borrowers who provide documentary proof of permanent address in the City of Rockford shall be three (3) years. The registration period for borrowers with proof of residence in a social service facility or place of long-term temporary lodging in the City of Rockford shall be for one year. Registrations may be renewed without limit. The initial Library Card is issued free of charge, however replacement cards carry a minimal fee.

Library User records shall be deleted if the library card is not renewed within thirteen months after expiration and if fines owed is less than \$5.

It is the borrower's responsibility to notify Rockford Public Library promptly of a lost or stolen card. If loss/theft is not reported, the Library patron is responsible for all material charged to the Library card.

Patrons will be held responsible for fines levied prior to the date the loss/theft of the library card is reported, as well as the value of any material borrowed. Patrons will not be held responsible for fines after the date on which the loss/theft is reported.