

Registration Policy

Burke County Public Library System

If you are:

- ▶ A permanent resident of Burke County
- ▶ Employed in Burke County
- ▶ Enrolled in a school in Burke County
- ▶ An owner of real property in Burke County (paying property taxes)
- ▶ A resident (& library card holder) of a county contiguous to Burke County which does not charge a fee to Burke County residents for library borrowing privileges (Catawba and Caldwell)

You can be issued a Burke County Public Library System library card without fee.

Library cards can be issued for an annual fee of \$15 to all other individuals.

Individuals with a new library card can only check out 4 items per library card when using the card for the first time.

- ▶ Individuals 16 years & older will be registered as adult customers.
- ▶ Individuals less than 15 years old will be registered as juvenile customers.

To be issued a library card from Burke County Public Library System, a customer **must** establish a current mailing address.

The current mailing address can be established by either one of the following:

- ▶ Customer's photographic identification with current address OR
- ▶ Customer's photographic identification AND Customer's checkbook with current mailing address OR Customer's mail (with current address listed)

Please note that parents or guardians that sign to establish library borrowing privileges for juveniles must establish a current mailing address.

Customers that cannot establish a current mailing address will not be issued library cards by the Burke County Public Library System.

An application form *must* be completed when applying for a library card. The form includes a request for the name and address or phone number of a **reference**. This reference should be someone in Burke County who knows you, but cannot be a family member. Applicants under 16 *must* be accompanied by a parent or legal guardian.

No new library cards are issued ten minutes before closing.

Patrons must present their library card to check out materials.