



# Customer Application

Application must be completed by a parent or legal guardian if the applicant is under 16 years of age. All information included in this application is confidential, per the North Carolina General Statutes.

## PLEASE PRINT AND COMPLETE EACH ITEM BELOW:

Full Name of Applicant: \_\_\_\_\_  
First Middle Last Suffix

Preferred First Name: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
MM DD YYYY

If Patron is under 16, please print  
Parent or Guardian's Full Name \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_ (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Street Address: \_\_\_\_\_  
Street

\_\_\_\_\_  
City State Zip

Mailing Address: \_\_\_\_\_  
(if different than Street Address)  
\_\_\_\_\_

### Receipts and Notifications

Do you want to automatically receive checkout receipts and other notifications at your email above?  YES  NO

How do you want to be alerted of your holds?

Email  Phone Call  Text (number, carrier): \_\_\_\_\_

Requested Password: \_\_\_\_\_

This password & your barcode number allow access to our eBook collections through Overdrive, as well as our automated library system (where you can view and manage your checkouts, holds, overdue items, and more).

Signature of Applicant (or Parent or Legal Guardian if applicant is under 16)

(By signing this application and having it entered in the library's database I am agreeing to abide by all rules and regulations, policies, and fines and fees established by the library.)

### STAFF USE ONLY

Staff Entering Application: \_\_\_\_\_

Barcode #: \_\_\_\_\_

Customer Type:  Adult  Juvenile  Other

# Burke County Public Library

## Acceptable Use Policy for Electronic Resources

***There is no fee for use of the library's wireless Internet. Users must abide by library policies regarding Internet use and content.***

The Burke County Public Library (BCPL) provides access to the Internet and other electronic resources. BCPL expects electronic resources will be used appropriately.

BCPL is not responsible for information available through the Internet. Provision of access does not imply sponsorship or endorsement. Concerns about the content of Internet resources should be directed to the originator of the information and not BCPL. Users should recognize that information accessed on the Internet may not be accurate, complete or current.

The Internet may contain material that is inappropriate for viewing by children. Restriction of a child's access to the Internet is the responsibility of the parent/legal guardian. Parental consent for unsupervised use of Internet resources is required for children 12-15 years old. Onsite parental supervision is required for children under 12 years old.

Customers using the public access computers are responsible for the correct operation of the equipment. Staff cannot provide in-depth Internet, NC LIVE, Overdrive, or computer training/instruction for individual customers.

In order to use electronic resources, users must:

- All computer users must have a Burke County Public Library card.
- Pay a \$3.00 Technology Fee per fiscal year (Visitors will pay \$1.00 per day for using electronic resources at BCPL)
- Read and sign the Acceptable Use Policy and Agreement before using BCPL computers.
- Respect copyright laws and software licensing agreements
- Not damage the computers in any way by installing software or programs or otherwise changing hardware and/or software. Users will be held responsible for malicious damage to the computers.
- Recognize that electronic transactions are not secure.
- Hold BCPL harmless to any and all claims, losses, damages, obligations and liabilities directly or indirectly related to the use of the Internet.
- Not engage in any activity that is a violation of local, state and/or federal law.
- Not receive or display illegal materials.
- Not send or display obscene messages, files or images

Transmission of any material or communications in violations of any U.S. or state regulation is prohibited, including but not limited to: copyrighted material, threatening or obscene material or material protected as trade secrets.

Violations of the Burke County Public Library Acceptable Use Policy for Electronic Resources will result in loss of computer and Internet use.

The first documented violation will result in loss of computer and Internet use for a six-month period to begin on the date of the documented violation.

The second documented violation will result in permanent loss of computer and Internet privileges at the BCPL.

BCPL includes Morganton, Valdese, and C.B. Hildebrand Public Libraries.

Sessions on the public access computers are as follows: **1 hour sessions for use of the Internet and applications** (i.e. word processing) with a total 2 hour limit per day. Users may continue to use the computer up to 2 hours per day consecutively if no one else is waiting.

One person is allowed at each computer. Exceptions may be made for special circumstances.

**Customers are responsible for paying for all copies printed except for printouts from the OPAC.**

Public access computer users must complete their work at least 15 minutes before the library closes. A staff member may remind the customer of this procedure.

The Burke County Public Library is not responsible for loss of data or damage to computer user's data storage. Computer users may download information but not to the hard drive.

If a computer user allows someone else to use his/her library card number to access computer resources, the customer allowing the access will be banned following the procedures for violation of the AUPER policy.

## User Agreement

I have read and understand the Burke County Library Acceptable Use Policy and Agreement for Electronic Resources and agree to comply with the rules.

LIBRARY CARD NUMBER \_\_\_\_\_

PRINT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

## Parental Consent

As the parent or legal guardian of the minor child signing above, I have read and agree to the Burke County Public Library Acceptable Use Policy and Agreement for Electronic Resources. I accept the responsibility and agree to allow my child twelve years of age or older to use the Internet independently. I agree to accompany my child under twelve or allow my child to use the electronic resources in the Burke County Public Library with the adult who accompanies him/her to the library.

PRINT NAME \_\_\_\_\_

PARENT'S SIGNATURE \_\_\_\_\_

PARENT'S LIBRARY CARD NUMBER \_\_\_\_\_

CHILD'S NAME \_\_\_\_\_

CHILD'S LIBRARY CARD NUMBER \_\_\_\_\_

CHILD'S AGE \_\_\_\_\_

CHILD'S BIRTHDATE \_\_\_\_\_

DATE \_\_\_\_\_