



Patron Policies

Library Cards: In order to check materials out of the library, a person must have a valid library card. To be eligible for a card, a person must reside within the library district or own property within the district and must be at least five years old. Patrons must present current photo identification and proof of residency or property ownership in order to obtain a library card. If a patron owes money to another public library, he/she must clear the account before obtaining a new library card. Minors must have the signature of a parent or guardian on their card registrations in order to obtain a library card. Persons residing in unserved areas must pay an annual non-resident fee. The fee shall be at least equal to the cost paid by residents of the district with the cost to be determined according to the property tax bill formula established by the Illinois State Library (75 ILCS 16/30-55.60). A person residing outside of a public library service area must apply for a non-resident card at the public library closest to the person's principal residence. Children of divorced parents are an exception. The library will not mediate between divorced parents. Each parent, signing as the financially responsible party, may request a library card for children in their respective household. Children of separated parents may have dual cards in differing jurisdictions or in the same jurisdiction, dependent on each address. Parents will be responsible for monitoring the use of their children's library card. A parent may request that either the library card or identification of the financially responsible parent must be present to check out materials.

If a patron loses his/her library card, the patron must pay \$1 for a replacement.

Reciprocal Patrons:

- 1) Patrons with valid library cards from other public libraries may use their cards at this library.
- 2) Patrons who hold library cards outside of the library's consortium and who use the library frequently may have one of this library's patron numbers attached to their card. These patrons are not entitled to interlibrary loan privileges.
- 3) Patrons who hold library cards inside the library's consortium may use their home library card numbers at this library. They are entitled to interlibrary loan within the consortium, but not from outside of it.

Temporary Resident Cards

Temporary residents of the Vespasian Warner Public Library District are eligible to have a library card with a six month expiration date. Applicants must present a valid photo ID and proof of temporary residency (lease, hotel receipt, letter from permanent residence owner, etc.) along with a permanent forwarding address.



Non-Resident Patrons: A person residing outside of a public library service area must apply for a non-resident library card at the public library closest to the person's principal residence. The board shall charge a non-resident fee at least equal to the cost paid by residents of the district, according to the State Library formula. The non-resident card shall allow for borrowing privileges at all participating public libraries in the regional library system. Non-resident card holders may use interlibrary loan. A non-resident who owns taxable property or is a senior administrative officer of a firm which owns taxable property within the district may be issued a non-resident card at no fee upon presentation of the most recent tax bill for that property. Only one such non-resident may be issued a card for each parcel of taxable property. The non-resident fee may be waived for residents of an area in which the library is conducting a program for the purpose of encouraging the inclusion of the area in the library district. (16/30-55.60)

The nonresident fee shall not apply to veterans and surviving spouses who provide documentation that they are exempt from paying property taxes on their primary residence in compliance with the Disabled Veterans' Standard Homestead Exemption.

If a student (pre-k through high school) resides in a nearby area not served by any library, and they are eligible for free and reduced lunch at school, they are eligible for a free library card while they are in school, provided VWPLD is the closest public library to their residence.

A parent or guardian must attest that their student qualifies for this program at the time of registration. To qualify for the Cards For Kids program, the student's household must meet the [Income Eligibility Guidelines](#) outlined by the Food and Nutrition Service, USDA, for Child Nutrition Programs. This card may only be used by the student and not by other members of the household.

This card is subject to the same provisions outlined in the "Minor Patrons" section of this policy.