

## HOW TO GET A PITTSYLVANIA COUNTY PUBLIC LIBRARY CARD!

### Who Can Get a Library Card?

All residents of Pittsylvania County and residents of the following cities and counties: In Virginia: Bedford, Campbell, Danville, Franklin, Halifax, Henry, Lynchburg, and Martinsville. In North Carolina: Caswell and Rockingham.

There is no charge for the first library card; replacement cards are \$1.00. Cards with unreadable barcodes due to normal patron use may be replaced at no charge at the discretion of the staff.

There is no minimum age requirement to get a card; it is at the discretion of the parent, who is responsible for any overdue fines or damages.

All patrons must register in person at any branch of the library and provide a photo ID with proof of name and current address. If using a P.O. Box for the mailing address, patrons must also provide a street address. All changes of address should be reported promptly.

**Online Registration:** Patrons may register online and receive a temporary library card number, but must appear in person and provide the required identification and have their contact data verified in order to receive a permanent card. The temporary card number issued online must be replaced within 30 days at a library branch or the registration will expire.

**Acceptable Forms of Identification:** A Virginia driver's license, a passport, or a school or university photo ID with current address is acceptable as a complete ID. If the address on the photo ID is not current, then acceptable ID will be by a combination of identification pieces, including one item from column A and one from column B:

Column A	Column B: Current mailing address and name on one of the following:
Driver's license or a state-issued photo ID	Utility bill
Passport	Check or bank book
School or university photo ID	Lease
	Tax assessment
	Recently postmarked letter [within a month]

### **Types of Cards**

**Limited-Use Cards:** Those who work, own property, or go to school in Pittsylvania County but are not residents are eligible for a limited-use library card. Holders of limited cards

may have five items checked out at any time. Patrons who are not residents of the county must provide their permanent address as well as their local address.

***Digital-Only Cards:*** Digital-Only library cards may be issued to children and students without photo ID and proof of address or who do not have or cannot obtain permission from a responsible adult who will guarantee payment of overdue fines or lost/damaged fees, or patrons new to the area who do not yet have the required forms of identification. Digital-Only cards provide access to all digital resources and to public access computers. They may be converted to regular Juvenile or Adult cards when those requirements are met.

***Juvenile Cards (for anyone under the age of 18):*** Parents and legal guardians [or accompanying adult willing to take responsibility] must have a valid and fine-free Pittsylvania County library card in their own name and be willing to accept responsibility for (and be linked to) the child's card. By so agreeing, the parent, guardian, or other adult assumes the responsibility for the return, in good condition, of any library materials checked out by the child. They are liable for payment of any fines or charges incurred by the child. They also assume the responsibility for seeing that the child abides by the rules of the library.

The responsible adult's card is linked in the computer to the children for whom they are responsible. When the parent's card is delinquent, the delinquency must be cleared before the child's card may be used. When the child's card is delinquent, the delinquency must be cleared before the parent's card may be used. When any party in the linked cards is delinquent, all are considered delinquent until the delinquency is cleared.