

North Logan City Library Library Access Policy

Access to North Logan City Library

1. Patrons with an active library card. Free use of the resources of the North Logan City Library will be granted to patrons with an active North Logan City Library card.
2. Patrons without an active library card. Access to the Library facility and in-house use of the resources will be available to patrons without an active library card. Such access, however, may be restricted or limited to the extent necessary to fully serve those patrons with an active library card. Patrons without an active library card must comply with library policies, rules, and regulations.
3. Children's Programs. Library children's programs shall be available to age-appropriate patrons. A child under age 8 may attend programs if a responsible adult accompanies the child.

Library Card Eligibility

North Logan City Library cards will be issued to patrons who have completed a library card application form and satisfy all of the requirements in at least one of the following categories:

1. A patron eighteen years old, or older, who is a resident of, or a property owner in, North Logan City, and presents two acceptable forms of identification. (See below.)
2. A patron less than eighteen years of age, who is a resident of North Logan City, whose parent or legal guardian who is a resident of, or property owner, in North Logan City, agrees to be responsible and co-signs the application, and the applicant or the parent/guardian presents two forms of acceptable identification.
3. A patron whose permanent residence is outside North Logan City but maintains a temporary residence within the city for at least three months of the year. In addition, the patron is eighteen years of age, or older, and presents one form of acceptable identification with the address of his or her permanent residence imprinted on it and one form of acceptable identification verifying his or her temporary residence.
4. A patron who owns or rents real property located within North Logan City and his or her immediate family members. The property owner must present evidence of property ownership in his or her name and one form of acceptable identification verifying the residential address of the applicant. Family members must present two forms of acceptable identification if over age 18, or the acceptable agreement, identification and co-signature described in item two above for patrons age up to 17.

The Library Director may make exceptions or waive minor informalities or technicalities in the library card application process on a case by case basis if allowing the exception or waiver would be consistent with the general intent of this policy and the North Logan City Library Mission Statement.

Acceptable Identification

At least one form of picture identification must be presented along with documentation evidencing residence or property ownership in North Logan.

The following constitute acceptable identification for purposes of obtaining a library card:

1. Current driver license
2. Current Utah identification card
3. Current activity card
4. Current business license
5. Current visa/passport
6. Proof of current mailing address, i.e., utility notice
7. Certified copy of a real property deed.

Responsibility for and use of Library Cards

General. The patron in whose name a library card is issued assumes full responsibility for the care and return of all library materials checked out on his or her card. In addition, a patron is responsible for his/her computer use as outlined in the North Logan City Library Computer Use/Internet and Online Access Policy. Individuals co-signing library card applications likewise assume full responsibility for the care and return of all library material checked out under the applicable library card.

Collection Circulation. Patrons must present a current and valid North Logan City Library card or other form of identification in order to check out materials. Usage of library materials will be subject to the North Logan City Library collection circulation policies and procedures.

Card Misuse. Patrons allowing unauthorized use of their library card will lose library privileges for six months.

Lost or Stolen Cards. Patrons who have lost their card(s) should contact the Library immediately. A \$2.50 fee is charged for replacement cards.

Card Renewal. Resident's library cards are good for three years. Nonresident's library cards are good for one year from date of issue.

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