

WCPL PATRON LIBRARY CARD

Effective January 2, 2020

Borrowing privileges, access to public computers or online/electronic resources, and professional services are provided free of charge to Wake County residents. A resident is defined as anyone who resides in, or owns property in Wake County. Proof of residency is requested during the library card application process, with the preferred method of presenting an ID card or document issued by federal, state or local government that contains a photo.

Proof of Residency

If the photo ID does not list the current Wake County address, a second document should be shown, supporting proof of residency and may include: a utility bill, a signed lease agreement, a checkbook, or any postmarked piece of mail showing the individual's name and address.

- Those without a fixed permanent address may show a document with the individual's name on shelter/group home letterhead in Wake County.
- Those who do not reside in or own property in Wake County may get a Non-Resident card for an annual fee of \$25.
- Children 16 and under require parent or guardian approval for a library card (in person or via a signed membership application). For this group a parent/guardian may present proof of their own residency and identity in lieu of the child. In cases where the child is present without the parent/guardian or signed membership application a Temporary Card may be issued until parental approval is obtained.

NON-RESIDENT CARD

Those who do not meet the residency requirements for a Wake County Patron Library Card, but wish to gain access may do so by applying for a Non-Resident card and paying a designated fee. A fee has been established by the County Commissioners, currently set at \$25 annually. Non-resident cards are intended to allow non-residents the same access to WCPL materials as Wake County residents; those with a Non-resident Card follow the same circulation and lending policies as Wake County residents.

- Establishing identity is part of the library card application process, with the preferred method of presenting an ID card or document issued by federal, state or local government that contains a photo.
- Non-resident cardholder follow the circulation and lending policies
- Fines, fees, and due dates are consistent with regular Library Patron cards and the individual is personally liable

Children 16 and under require parent or guardian approval for a library card (in person or via a signed membership application). In cases where the child is present without the parent/guardian or signed membership application a Temporary (TEMP) Card may be issued until parental approval is obtained.

TEACHER CARD

Teachers who live outside Wake County but teach in Wake County can get a teacher card at no charge. Teacher cards allow non-resident teachers for grades K-12 to check out materials for the classroom where most students are residents of Wake County. The library system believes that these students and their parents should not be denied the benefits of public library resources in the classroom merely because their teacher lives out of county.

Teacher cards for out-of-county residents:

- Our \$25 out-of-county resident fee is waived.
- Teachers are required to show proof of employment at a school located in Wake County (public, private, or charter).
- Teacher cards expire one year from the date issued and require yearly renewal.
- Fines, fees and due dates are consistent with Wake County resident cards, and the individual teacher is personally liable.

TEMPORARY CARD

Most users of the Wake County Public Library System (WCPL) make use of traditional Patron Library Cards. Library users who either do not meet eligibility requirements, or are awaiting the required documentation for proof of residency, may make use of Temporary cards. In an effort to maintain ease of access to its collections and services, WCPL makes these cards available as a courtesy to its users. Cards are intended to allow members of the public to check out materials and access library services on a limited basis.

Members of the public are required to show an ID card or document issued by a federal, state or local government that contains a photo to obtain a card. Children 16 and younger may be issued a temporary card without proof of identity or residency.

Temporary Cards:

- Cards expire after 60 days
- Cards are not renewable
- Check out is limited to 3 items at any given time.
- Not eligible for Interlibrary Loan service or Book Club Kits.