

# MADISON COUNTY LIBRARY, INC.

## PATRON REGISTRATION POLICY

Adopted 06/1997

All Madison County residents and property owners with a county address are eligible (subject to the following restrictions) to register to borrow books at the Madison County Library. This privilege is also extended to residents of Orange, Culpeper, and Rappahannock Counties. There may be borrowing restrictions for residents of Greene County residents. People with employment addresses inside the county may also borrow books. People with a past history of abuse of the library system may be denied further borrowing privileges.

Applicants must furnish name, address, proof of address, telephone number, and, if under 18, birth date. They must also provide a name and address or phone number of another Madison county resident as a contact in case their own phone number or address changes. Children may register in their own full name if they can write it, but parents must also sign the application if they are 14 or under. Proof of address can include mail addressed to them personally, driver's license, voter registration card, etc. The parents of children may provide proof of residence. Patrons must be 18 to borrow videos.

The librarian may set restrictions upon the number of items borrowed from the library at one time. At the current time, these restrictions include limits on the number of new books or number of books on one subject that may be checked out at one time, the number of books checked out by a first time borrower, etc. Any disputes over these policies can be referred to the Board of Directors of the Library.

The standard length of time for which library materials may be borrowed and renewed, and the fines to be levied for late returns, is to be set by the librarian, subject to the approval of the Board, and may be revised from time to time.

For further details see loan policies.