

## **Patron Registration Policy**

Residents and landowners of any member county or municipality of the Plum Creek Library System are eligible to receive a library card at no cost. The following groups are also eligible to receive cards:

- Children under the age of 16 may receive a card at no cost if the application is signed by a parent or legal guardian. Libraries may choose to raise this age.
- Minnesota residents with a valid card from their home library living in an area that participates in the Minnesota Reciprocal Borrowing Compact may register and borrow at no cost. Residents of the Pioneerland and Traverse des Sioux regions may be issued a card without a card from their home library, depending upon local policy.
- South Dakota residents who attend the Pipestone school district or with children who attend the Pipestone school district may receive a card at no cost.
- Individuals and families may receive a non-resident card good for three years at a charge of \$5. This includes residents of other states and residents of communities in Minnesota that do not participate in the Minnesota Reciprocal Borrowing Compact.
- Businesses, institutions, and organizations may receive a card under the same terms as individuals. The card application must be signed by the owner, president, treasurer, or other signatory eligible to take responsibility for the materials borrowed on the card.

Plum Creek Library System requires public libraries using its shared ILS to use the Plum Creek card application, which includes a Tennessee warning. Cards will not be issued to patrons who do not provide the information marked with an asterisk(\*) on the application form.

- Identification must be a valid driver's license or state identification card, tribal identification card, passport, or immigration identification with a photograph.
- If the address on the identification is not current, proof of current address must be provided by showing a check, piece of business mail, or other item.

Cards expire every three years and may be renewed.

Please refer to Patron Privacy Policy for additional information.

**Approved by Advisory Council - October 2, 2019**  
**Approved by Governing board – October 16, 2019**