



## **Membership [PUB3]**

Date: March 2003

Revised Date: December 2013

SECTION: Public service

### **Statement of Policy**

Any person may use the Brantford Public Library without charge, within the library.

Library cards are free to residents and taxpayers of the City of Brantford. Residents must have personal identification, such as a driver's license, and proof of Brantford residency. Non-residents who pay taxes (household or business) within the City of Brantford must show a current tax bill for this property and other acceptable identification when registering.

An annual fee of \$40 is charged to all non-residents who wish to have a library card. Non-resident cards expire annually.

You are responsible for items borrowed against your card so it is important to let BPL know immediately if it is lost or stolen. A nominal fee is charged for a replacement card.

Library cards for Brantford residents expire after two (2) years. To renew your library card you can either come to the check-out desk at your next visit to the library or you can call 519-756-2220 and we will be happy to renew your card for you over the phone. Please be prepared to provide your address, phone number, email, date of birth and PIN number.

If your address changes we will need to see some identification with your new address at your next visit to the library. If you move from the City of Brantford you will be required to get a non-resident membership card.

Organizations within the City of Brantford may apply for a Community Card. Organizations may use the card to borrow material for their organization/agency use with an extended 6-week loan period, and are responsible for all fines and fees.