

Library Cardholder Policy

NEW PATRON LIBRARY CARD

Anyone who resides in Sturgis OR Meade County OR within the Meade 46-1 School District OR works in Sturgis is entitled to become a registered borrower of the Sturgis Public Library at no cost.

Borrowers between the ages of 5 (or going into Kindergarten) and 17 will be issued a child card. Children are required to have an adult signature (guarantor) on their card. The guarantor is responsible for any lost or damaged items checked out by the child. The signing parent or guardian must provide two forms of ID (see below) or have an active Sturgis Public Library card. A parent or guardian may not sign for a card for his/her child if they have a card that is blocked for any reason.

New borrowers must have two forms of identification with their current local address to apply for a library card. This includes a valid local Government issued photo ID OR proof of residential or business property ownership OR rental of property, *plus* one additional item to verify the address or business address (such as a work I.D. or pay stub). Paid mailbox services or post office boxes may be used for mail service but will not be considered a physical residence.

Black Hills Library Consortium patrons that are blocked, or have overdue items and have accrued fines in excess of \$25.00 with their current library will not be considered eligible for a Sturgis Public Library card until their records are cleared. Consortium libraries include Lead, Deadwood, Whitewood, Sturgis, Piedmont, Rapid City, Custer, Edgemont, Keystone, Wall, Hermosa, and Hill City.

Library cards are delivered through the mail, and check out is limited to 2 items for the first 8 weeks.

OUT-OF-COUNTY LIBRARY CARD

An out-of-county library card will be issued for an annual fee of \$25.00, which includes each member of the immediate family. They will be limited to 10 items per card.

There will be no fee for any resident or students of the Meade 46-1 School District or senior citizens (65+) from adjoining counties who wish to borrow from the Sturgis Public Library. (Other exemptions may be allowed at the discretion of the library board.)

TEMPORARY LIBRARY CARD

Non-residents may obtain a library card with limited checkout privileges and no digital access. A temporary library card will be issued for 90 days with a fee of \$25.00. If the card and all materials are returned within that 90-day period, the initial fee will be refunded. Only 2 items at a time may be checked out on this card. Anytime within this time period, a patron can apply for a permanent

card if they show 2 forms of ID with their Sturgis or Meade County address or their Sturgis work address. At that time, they will receive the \$25.00 refund.

REPLACEMENT LIBRARY CARD

The replacement fee will be \$1.00 for each lost card.

Adopted: 11/7/18

Updated: 9/27/23