

Library Card Application

Please read the attached borrowing rules for details regarding loan period and fines

I agree to be responsible for any loss of, or damage to library materials and for payment of all fines incurred.

PLEASE PRINT:

Applicant's Name: _____

Home Address: _____

City: _____ **State:** _____ **Zip:** _____

Daytime Phone: () _____

E-mail Address: _____

Birth Date: _____/_____/_____ **Male** _____ **Female** _____

Signature: _____

Optional Information:

Would you like to register to vote at this time: Yes _____ *No* _____

Would you like to be a member of the Friends of the Library: Yes _____ *No* _____

Principal language read at home: _____

If applicant is under 18 years of age:

I understand that by signing this, my child is able to borrow any library materials (including books, videos, CD's etc.) and will have access to the library's computer resources, including the internet. I also understand that I am financially responsible for any loss, damage to library materials, and for payment of all fines incurred.

Parent/Guardian Signature: _____

***I have received a copy of the library rules** _____
Please initial

Important Information, Please Read and Keep!

A total of 75 items may be borrowed on a card at any given time

Items	Loan Period	Late Fines	Limit
New Books	14 days	.10/day	
Books	21 days	.10/day	
Audio Books - Adult	21 days	.10/day	6 per card
Audio Books – Juvenile	21 days	.10/day	6 per card
Music CDs	21 days	.10/day	6 per card
Videos - VHS/DVD -Adult	7 days	1.00/day	6 per card
Videos – VHS/DVD -Juvenile	7 days	1.00/day	6 per card
Museum Passes	3 days	1.00/day	2 per adult card
CD-ROM Programs	7 days	1.00/day	2 per card
Discovery Boxes/Play&Learn Kits	7 days	1.00/day	2 per adult card
Magazines (branches only)	14 days	.10/day	

1. Library cards should be presented when borrowing materials and using computers in the library and are not transferable. (named borrower must be present at time of transaction)
2. **Please report a lost or stolen library card as you are responsible for any fees incurred.**
3. Library materials may be reserved. All materials may be renewed 2 times if there are no existing holds. Items may be renewed in-person, by phone, or online at www.bportlibrary.org. Please have your library card available when renewing.
4. The borrowing patron or parent/guardian of a minor child assumes complete financial responsibility in the event of loss, theft, fire or damage. Patrons will be charged for the replacement cost of the item plus a \$5.00 processing fee. **The library employs a collection agency for all accounts exceeding \$25.00. Once an account is placed for collection, there is a \$10.00 non-refundable collection fee.**
5. Borrowing privileges are suspended when more than \$10.00 in fines are owed. The library assumes no responsibility for damage or alleged damage caused to the borrower's equipment by library materials. The library assumes no responsibility for copyright infringement.
6. **DO NOT** attempt to repair any library materials. Please report problems upon return.

For Library Staff Use Only: ACC ADL JCC JUV OST STF

BRIDGEPORT LIBRARY

www.bportlibrary.org

Burroughs-Saden Library
925 Broad Street, Bridgeport, CT 06604
General Telephone Number
203 576-7400

Children's Department	ext. #6
Circulation Desk	exts. #401 - #405
History Center	ext. #7
Reference and Research	ext. #5

Black Rock Branch
2705 Fairfield Avenue, Bridgeport, CT 06605
203 576-7025

Newfield Branch
1230 Stratford Avenue, Bridgeport, CT 06607
203 576-7828

North Branch
3455 Madison Avenue, Bridgeport, CT 06606
Children's Department 203-576-7821
Circulation Desk 203-576-7003
Info/Reference 203-576-8113

Old Mill Green Branch
1677-81 East Main Street, Bridgeport, CT 06608
203 576-7634

BRIDGEPORT LIBRARY

www.bportlibrary.org

Library Card Application

FOR ADULTS:

In order to issue a library card to an adult, we need to have the following information:

2 forms of ID, one must be a valid photo ID and one must have your current address. Business mail is accepted as address verification if dated within the last 3 months.

FOR CHILDREN:

In order to issue a library card to a child (17 and under) we need to have the following information:

- A) A parent or legal guardian's signature giving permission to issue a card
- B) Consenting adult must provide verification of name and address such as a photo ID or current utility bill. The name on IDs must match that of person signing,
- C) Either the child's identity such as a birth certificate, insurance card, school ID or social security card (for ID only, the number will not be used)