

## 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	5.00/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	14 days	.10/day	

- 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)
- Please report a lost or stolen library card as you are responsible for any fees incurred.**
- 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](http://www.bportlibrary.org). Please have your library card available when renewing.
- 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.**
- 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.
- 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](http://www.bportlibrary.org)

**Burroughs-Saden Library**  
925 Broad Street, Bridgeport, CT 06604  
203-576-7400

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

**Newfield Branch**  
1277 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  
Reference Desk 203-576-8113

**Old Mill Green Branch**  
**CLOSED**

BRIDGEPORT LIBRARY

[www.bportlibrary.org](http://www.bportlibrary.org)

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### 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)