

# Zumbrota Public Library

## Library Card Registration

_____	_____	_____	____/____/____
Last Name	First Name	Middle Name	Birth Date
_____	_____	_____	_____
Residence address	City	Zip	
_____	_____	(____)____	
Mailing address, if different	County	Phone	
_____	_____	_____	
E-mail address	Minnesota ID number		
_____	_____		

If no MN ID, please note source of address verification: utility bills, local bank check blanks and auto insurance cards.

**I agree to the terms and conditions appearing below, which have been given to me.**

_____	_____
SIGNATURE	DATE
Registered and verified by library staff member _____	card number _____

form last modified 02/2011

### As a library cardholder :

- 1) I am responsible for all materials checked out on this card  
I will report a lost or stolen card immediately  
If I allow someone else to use this card, I will pay any fines or fees incurred
- 2) I will pay for any materials drawn on this card which are lost or damaged
- 3) I will report a change of address within 30 days
- 4) I will pay promptly any overdue or service charges against this card

<i>Rule of Two</i>
2 week checkouts on all materials
2 renewals on all materials
2 day grace periods on all materials
\$.20 fines on all overdues, per day

Reserve books not checked out or cleared within 7 days incur a \$1.00 service fee  
Interlibrary loan materials not charged or cleared within 7 days incur a \$2.00 service fee

- 5) I have been informed that holding library materials more than 60 days after written notice to return is a misdemeanor under Minnesota law