Patron Eligibility Policy

Residents:
- Resident of the Charter Township of Independence or the City of the Village of Clarkston
- Proof of current residency: Driver's license, or Michigan ID with your current address.
- Driver’s license or Michigan ID without current address needs one of the following with your name and current address printed together: Voter’s registration card, tax receipt for Charter Township of Independence or the City of the Village of Clarkston, lease/rental agreement, utility bill or recent pay stub.
- Children under the age of 14 years must be accompanied by parent or guardian when applying for a library card and parent’s ID is used.

Clarkston Schools:
- Children who attend Clarkston Schools are eligible for cards with CIDL, having the same rights as Residents
- Proof of current address and school attendance required
  - Driver’s license of student or parent
  - Current school report card, or student ID

Non Residents:
MILibraryCard
- Need Library card from their home library with MILibraryCard sticker attached.
- Library must be on the list of participating libraries
- Proof of residency required – see Proof of Residency (above) for accepted ID.

MeLCat Visiting Patron
- Patrons from libraries that participate in MeLCat Visiting Patron are able to check items out at CIDL.
- Patrons will need to be a patron in good standing at their home library and will need to have their home library card and driver’s license to check out materials.
- Material limits are the same as MeLCat ILL – type limits are same as below

TLN (The Library Network)
- All TLN patrons may use the Clarkston Independence District Library (TLN code: IDPN).
- Need Library card from home library and proof of residency – see Proof of Residency (above) for accepted ID.
- Patrons will need to be “in good standing” at their home library. Proof will be required at time of first use and at renewal.

City of Troy
- Patrons of the Library of the City of Troy may use the Clarkston Independence District Library.
- Need Library card from home library and proof of residency – see Proof of Residency (above) for accepted ID.
- Patrons will need to be “in good standing” at their home library. Proof will be required at time of first use and at renewal.
- Patrons will be given the same checkout limits as TLN patrons
Individuals employed in the City of the Village of Clarkston or the Charter Township of Independence

- May obtain a CIDL card with the same privileges as residents which may be good only at CIDL.*
- Two pieces of identification will be required:
  - Proof of employment and proof of address.
- Proof of employment will include a pay stub, letter from employer on company letterhead or work ID badge.
- Proof of address required – see Proof of Residency (above) for accepted ID.
- CIDL will honor “Works in” cards issued by Brandon, Orion, Springfield and Waterford.

* Other libraries may choose to honor a “Work in” card issued by CIDL. The card holder should call the library s/he wishes to visit to inquire about that library’s current policies.

**Loan Limits:**

- Resident card/Works in CIDL card: 60 items
- Springfield Township Library Residents: 10 items
- TLN member library residents(Includes Troy): 20 items
- MILibraryCard 5 books
- MeLCat Visiting Patron MeLCat Limit
Fines and Fees Policy

- Lost Card Fee: $1.00 or turn in an old card for a new card.
- Fine Limit: Fines must be under $10.00 to check out materials.
- Damaged Item: Cost of item & $2.00 processing fee.

<table>
<thead>
<tr>
<th>Materials</th>
<th>Loan Limits</th>
<th>Loan Periods</th>
<th>Late Fines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books</td>
<td>None</td>
<td>3 Weeks</td>
<td>$.15/day (max $5)</td>
</tr>
<tr>
<td>Lucky Day Books</td>
<td>None</td>
<td>2 Weeks</td>
<td>$.15/day (max $5)</td>
</tr>
<tr>
<td>Audiobooks</td>
<td>None</td>
<td>3 Weeks</td>
<td>$.15/day (max $5)</td>
</tr>
<tr>
<td>DVDs New Adult Feature</td>
<td>3 Per Card</td>
<td>3 Days</td>
<td>$1/day (max $10)</td>
</tr>
<tr>
<td>DVDs Adult Feature/Non-Feature</td>
<td>6 Per Card</td>
<td>1 Week</td>
<td>$1/day (max $10)</td>
</tr>
<tr>
<td>DVDs Series</td>
<td>6 Per Card</td>
<td>1 Week</td>
<td>$1/day (max $10)</td>
</tr>
<tr>
<td>DVDs Juvenile</td>
<td>6 Per Card</td>
<td>1 Week</td>
<td>$1/day (max $10)</td>
</tr>
<tr>
<td>Magazines</td>
<td>None</td>
<td>1 Week</td>
<td>$.15/day (max $5)</td>
</tr>
<tr>
<td>Media Kits</td>
<td>None</td>
<td>3 Weeks</td>
<td>$.15/day (max $5)</td>
</tr>
<tr>
<td>Kindles</td>
<td>1 per card</td>
<td>2 Weeks</td>
<td>$1/day (max $10)</td>
</tr>
<tr>
<td>Streaming Media Devices</td>
<td>1 per card</td>
<td>1 week</td>
<td>$1/day (max $10)</td>
</tr>
<tr>
<td>Music CDs</td>
<td>None</td>
<td>1 Week</td>
<td>$.15/day (max $5)</td>
</tr>
<tr>
<td>Puppets</td>
<td>2 Per Child</td>
<td>1 Week</td>
<td>$.15/day (max $5)</td>
</tr>
</tbody>
</table>

*Library Board Approved December 16, 2019*