

Library Card Policy

UNRESTRICTED CARD

- Any person regardless of age, who resides or owns property in Leonia is eligible to receive an unrestricted Leonia Library Card.
- If a patron owns property in one BCCLS town and lives in another BCCLS town the patron is entitled to one (1) **unrestricted** card in each town. Unrestricted cards are Adult, Juvenile, and Young Adult patron codes.
- Acceptable proof of Leonia residency include:
 - Valid NJ Driver's License
 - DMV non-driver ID card
 - Recent utility or property tax bill
 - Recent lease or rental agreement or an affidavit from a Leonia resident with whom they are residing
 - Recent first-class mail
 - Recent credit card bill or bank statement

COURTESY CARDS

- Patrons who work or attend school in Leonia, but do not live in Leonia, may be issued a Courtesy Card.
- Acceptable proof that you work or attend school in Leonia include:
 - Employee ID card with work address
 - Recent pay stub with work address
 - Recent school report card or school ID
- Courtesy card patrons are restricted to on-site use at the issuing library.
- Courtesy Cards are not permitted access to eBCCLS content.

PAY CARDS

- Pay cards may be issued to patrons who do not live in towns served by BCCLS.
- The fee for an individual card is \$225 per year. Privileges will include access to all materials in the Leonia Public Library collection.
- The pay cardholder will not have access to the collections of other BCCLS member libraries or to any reciprocal interlibrary loan service offered to Leonia residents.

Approved by the Leonia Library Board of Trustees June 23, 2015. Revised May 11, 2022