

Library Cards

Adopted by the Board of Trustees, November 13, 2013, updated March 9, 2016

The Pittsburg Public Library is funded by the citizens of Kansas and gives preference in service to all residents. Therefore, cards are issued to residents at no charge, and allow use of unrestricted library services. Out-of-state residents are charged a fee when applying for a library card.

Requirement(s) to obtain a library card:

- Picture ID showing current address (driver's license preferred)
- If picture ID does not show current address, any printed material that shows current address is acceptable (printed checks, utility bill, cancelled envelope, etc.), along with the picture ID
- Children may use their parents' ID if they have no proof of current address.
- An individual who owns property in Kansas but does not live here may show a property tax bill in order to be considered a resident.
- An applicant who cannot prove current address may be issued a temporary library card and may check out up to two items. This limit will remain in place until valid proof of current address is provided. Limit one temporary card per family.

Individuals must fill out a library card application, available in English or Spanish. A second local contact phone number is required.

Applicants who live outside of Kansas may obtain a card if they have proper identification and pay \$20.00 per household. Out-of-state cards will expire at the end of twelve months from date of payment.

Each person is encouraged to have (and use) his/her own library card. Any age child may have a library card and all children who are able should sign their own cards. Children 14 and under will also need the signature of a parent or guardian.

Resident library cards do not expire. If a card is lost or stolen, a replacement card will be issued free of charge.

Kansas teachers, Walking Books patrons, and local institutions may apply for cards that allow four-week check-out periods, with no overdue charges. Directors of institutions designate those employees who can use their institution's card.

Patrons are encouraged to use their own cards. If they do not have their card, they will be asked for identification.

Cards that have been reported lost or stolen will be blocked. Patrons may not use cards that are blocked unless they show ID and have the block removed.