



## Important Things Every Library Card Holder Should Know

Closter supports a library subsidized by Closter taxpayers where everyone can access information and resources.

These basic policies help the system work for all library users.

**You must present proof of a valid Library account to check out items:**

- physical card issued by a BCCLS library
- current photo ID
- digital representation of the card,
- card stored on loyalty card app (ie Keyring)
- BCCLS app or self-checkout app

**You must have a library card from the town in which you live**

- BCCLS Libraries are supported by property taxes.
- The library in your town then takes those tax dollars and contributes to the running of BCCLS.
- If you move from one BCCLS town to another, you **MUST** get a new library card in your new town.
- Closter Library requires proof of residence (i.e driver's license showing a Closter address) to issue a library card.

With your Closter Library card you can access items from all 77 BCCLS member libraries.

### Tools to help you

- Automatic renewals
  - 3 days before it is due
  - Items will not renew if
    - item has reached renewal limit
    - item is on hold for another patron
    - Your card has expired
    - You owe \$10 or more in fines
    - You have 10 or more items overdue
- Email and Text notifications
  - Hold has come in
  - Item is coming due
  - Item has been auto renewed
  - Item is overdue

**Please make sure to read any email or text notices you receive.**

### Library items belong to everyone

Library items must be returned in the condition they left the library. Remember your neighbors before you:

- fold pages,
- leave sticky notes,
- highlight or annotate books
- Scratch DVDs and CDs

If you receive an item in poor condition, please let the library staff know immediately.

For more information on all of our services and policies, visit our website at [ClosterPublicLibrary.org](http://ClosterPublicLibrary.org)