

Berkley Public Library

Library Card Policy

Library cards are only issued to residents or property owners of the City of Berkley. Proof of residency or property ownership (driver's license, utility bill, lease agreement, etc.) must be provided to obtain a card. A library card application form needs to be filled out and the individual must be present for the library card to be issued.

Children under age 18 must be accompanied by a parent or guardian with valid Berkley identification in order to receive a library card. The parent or guardian of the minor gives permission for him/her to borrow materials from the library, agrees to pay all fines and damages associated with his/her account, and agrees to be responsible for supervising his/her selection of materials.

The library will honor reciprocal borrowing agreements with other members of The Library Network (TLN). Patrons from other TLN libraries must obtain cards from their home libraries and then have then registered in the shared system. The library also has a reciprocal agreement with Troy Public Library.

This library is a participant in the MI Library Card program (formerly Michicard).

Residents of communities that are not TLN reciprocal borrowing libraries may purchase nonresident cards for \$125. The card is valid for that individual at this library only for one year.

Residents of communities that are not TLN reciprocal borrowing libraries who work in the City of Berkley are eligible for a courtesy nonresident card valid for one year. They must provide proof of employment to obtain a free card.

There is a \$1 replacement charge for lost cards.

If a patron has forgotten his card, the library staff will look up his record as long as the patron can provide valid picture identification.

A library card may only be used by the person to whom the card is issued. One person cannot use another person's card.

The cardholder is responsible for all materials checked out on the library card (including all fines and damages charged).

Approved by the Berkley Public Library Board on February 21, 2007.
Revised January 17, 2018.