

# Clymer-French Creek Free Library

## Clymer-French Creek Free Library Patron Card Policy

Effective date: January 2018

Each patron is required to present their card or keycard to the librarian in order to check out materials. This ensures materials are loaned to the proper person.

Having their card ensures quick service when it is time to check out materials. If it is not available, they can provide their library ID number.

The board would like to provide suggestions for helping patrons to have alternatives to having their physical card with them.

- 1) They can take a photo of their library card with their phone and provide the ID number to librarian.
- 2) Their library card number could be stored as a contact in their phone to use for reference.
- 3) Ask the librarian for a keycard which may be easier than the card to present to the staff.

If the card has been lost, please see Lost Library Card policy.