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## **Use of Materials**

## 03.02.01 Library Accounts

PCCLD library accounts (or cards) are free to applicants who reside, work, attend school or own property within Pueblo County. PCCLD also offers reciprocal borrowing privileges for residents of the State of Colorado as a member of Colorado Libraries Collaborate (CLC).

Library account holders will need their account information or a picture ID to borrow library materials.

Individuals issued a library account are responsible for:

- The return of all materials borrowed on their account
- Payment of fees for lost or damaged materials
- Reporting a lost or stolen card immediately
- Updating contact information on their account
- Any charges incurred as the result of lending their card, account details, or library materials to another.

Parents or legal guardians of account holders are responsible for the items listed above on minor accounts that parents or legal guardians create for minors under the age of 18. There is no age requirement to obtain a library card. Library accounts (or eards) remain valid until canceled at the customer's request or when purged by the library after a period of inactivity.

The Pueblo City-County Library District offers many different account types to remove barriers and facilitate equitable access for library users. Users are allowed to create one library account per person and borrowing privileges are determined by the account type. Registration for a library eard is to verify the account holder resides, works, attends school or owns property within Pueblo County and collects contact information and to acknowledge responsibility for library materials checked out on an account. Library account holders acknowledge that use of the card or account gives the account holder free access to materials, equipment, and services that otherwise would not be available to meet the customer's needs. ¶

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Library accounts (or eards) may also be necessary for access to online library services.

See Also: 03.02.02 Confidentiality of Library Customer Records

03.02.01.P1 Library Account Procedures

03.02.01.P2 Colorado Libraries Collaborate (CLC) Program Procedures

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