

# ALHAMBRA CIVIC CENTER LIBRARY CARD APPLICATION

PRINT CLEARLY

FIRST NAME		MIDDLE INITIAL	LAST NAME	
STREET ADDRESS				APT.#
CITY	STATE	ZIP CODE	GENDER: M____ F____	CA DRIVER LICENSE / ID #
HOME ( ) -		CELL ( ) -		BIRTHDATE (MONTH/DAY/YEAR)
AGE:				
E-MAIL:		<input type="checkbox"/> Check here if you would like to be placed on the library's electronic mailing list. Your information will not be shared, we do not send spam, and you can opt-out at any time.		
Yes, I would like to receive pre-overdue/overdue and hold notice by:  <input type="checkbox"/> Text Messaging <input type="checkbox"/> Email (Standard data rates may apply)		CHECK IF EMPLOYEE OF CITY OF ALHAMBRA Name of DEPT. _____		
<p><b>I have read the library rules and regulations. I agree to be responsible for materials borrowed with this card, for loss and damage of materials, and for fines incurred. I will report a lost card promptly and understand that I am responsible for all items checked out on this card until I have reported the card lost or stolen. Abuse of these requirements may result in suspension of library checkout privileges and/or referral to a collection agency.</b></p>				
SIGNATURE OF APPLICANT _____				
<b>FOR PARENT OR GUARDIAN OF MINOR APPLICANT</b>				
FIRST NAME OF PARENT/ GUARDIAN		LAST NAME OF PARENT/ GUARDIAN		
<p><b>Please initial one: ___ YES ___ NO My child is permitted access to FILTERED Internet workstations at the Alhambra Civic Center Library. I understand that I am responsible for my child's use of all library materials, including the Internet.</b></p>				
SIGNATURE OF PARENT OR GUARDIAN _____				
<b>STAFF USE ONLY</b>				
( ) New    BARCODE _____		( ) Teacher Card		
( ) Computer Use Only		( ) Visitor Card		( ) Replacement Card
QUICK REGISTRATION INPUT		APPLICATION CHECKED		
BY: _____	DATE: _____	BY: _____	DATE: _____	
Federal/State law prohibits the release of registration information provided except with your permission or by order of an appropriate court. <span style="float: right;">7/2018</span>				

# Welcome to the Alhambra Civic Center Library

101 S. First Street, Alhambra CA 91801  
 (626) 570 – 5008  
<http://alhambralibrary.org>

## LIBRARY CARD APPLICATION

### HOW DO I APPLY FOR A LIBRARY CARD?

1. Complete and sign the library application form.
2. Applicants 17 or younger must have a signature of the parent or guardian accepting responsibility for the child's use of the library card. Preschool through 8<sup>th</sup> grade must have a parent or legal guardian present to sign the application.
3. Go to the Circulation desk.
4. Present a valid photo identification (Driver's license, Passport or Student ID) and proof of current address (utility bill rent receipt, etc.)

### CHILDREN'S LIBRARY CARD APPLICATION

Parents/Legal Guardians – Please sign the library card application in the appropriate location beneath the "Statement of Responsibility". Please have your child bring to the library one of the following, to verify your address:

- Utility bill, Student I.D. or Envelope parent/legal guardian has received in the mail, address identification must be current, and dated within 3 months of the time of application.

### MAY I LIVE OUTSIDE OF ALHAMBRA TO USE THIS LIBRARY?

YES, you may live anywhere in California, but you will have to show identification with your current address to obtain a library card.

### IS THE LIBRARY CARD FREE?

YES, your library first card is FREE. However, as a library user you may be charged for lost, stolen or damaged/replacement cards and materials, rentals, overdue fines and fees, reserves interlibrary loans, etc.

### WHEN WILL I BE ABLE TO BORROW MATERIALS?

If you have acceptable identification, your card will be issued on the spot and you may borrow items immediately.

### BORROWING LIMITS:

- You may borrow 5 items on a brand-new card, total of 25 items allowed per card

### Borrowing Limits:

- 5 items per author or subject, 5 items by format or collection (Genre Fiction, Audios, CDs, DVDs, etc.)

### Schedule of Hours:

Monday:	11 AM to 9 PM
Tuesday:	10 AM to 9 PM
Wednesday:	10 AM to 9 PM
Thursday:	10 AM to 5 PM
Friday:	10 AM to 5 PM
Saturday:	10 AM to 5 PM
Sunday:	1 PM to 5 PM