

Policy: 502.0: Customer Eligibility

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### 1. Residents:

A. The Salem-South Lyon District Library is funded by property taxes, state aid, penal fines and contributions. It is not a school-district funded library. Therefore, residency requirements for membership should not be confused with or presumed to be the same as residency requirements for the South Lyon School District.

B. A resident of the Salem-South Lyon Library District is any person who resides in or pays property taxes to a jurisdiction assessing an operational millage for the Salem- South Lyon District Library. Services will not be denied or abridged because of religious, racial, social, economic or political status, nor because of age. Regardless of this requirement, employees or elected board members of the South Lyon Community School District are treated as residents eligible for full borrowing privileges under this policy.

Persons who own a business in the SSLDL service area may obtain a Library card upon proof of business ownership in Salem Township, the City of South Lyon, or Green Oak Township.

All cards are renewed annually.

Resident card and business card holders have access to all library services

### 2. Nonresidents:

A. Contract Nonresidents are persons who reside in or pay taxes to any jurisdiction that has entered into a contract with the Salem-South Lyon District Library for provision of services in exchange for financial support, and who benefits. Contract Nonresidents are eligible for all privileges granted to Residents as described above.

B. Other Nonresidents. All other Nonresidents who reside in or pay taxes to any jurisdiction served by a library that is a member of The Library Network (TLN) may also be entitled to full library privileges. However, sharing of library resources should be equal between member libraries. When use of the Salem-South Lyon District Library by residents of a TLN participating district exceeds 5%, TLN supports cost recovery measures and the Salem-South Lyon District Library Board of Trustees will consider whether charging an annual per-family user fee to persons from that district is appropriate. Individuals who live at the same address are considered a family.

C. Nonresident Fees. If the Salem-South Lyon District Library Board of Trustees determines that assessment of an annual per-family fee to families from a particular district is appropriate, the Board of Trustees will determine the fee amount each year. No portion of the annual fee or Summer Pass fee can be refunded. A family that pays the fee receives library cards entitling each household member to full library privileges at Salem-South Lyon District Library. These Nonresident cards must be renewed annually. The Board of Trustees shall have complete discretion in applying Nonresident Fees to offset library expenses.

3. One piece of identification which includes proof of residency will be required for each resident or non-resident library card application. Examples of proper identification are: current driver's license, lease or rent receipt, recent utility bill, tax receipt, current voter's registration card, etc. To borrow materials, customers must present their library card or a valid identification.

4. Minors are entitled to a library card of their own, provided a parent or guardian's signature is acquired along with identification, such as a driver's license. After the age of 18 a customer does not require the signature of a parent or guardian.

5. Any person who knowingly provides falsified identification in applying for or renewing of a library card is subject to revocation of borrowing privileges.

6. All library cards are non-transferable. It is the responsibility of the customer to notify the Library if his/her card is lost or stolen.