



### **About your library card:**

- Library cards are issued for free and are valid for 3 years.
- Cards are available to Madison County Residents and Property Owners. To be considered a resident, you must either reside, attend school, work, and/or pay taxes in Madison County.
- If you do not meet these requirements, or are just visiting the area, the library can issue you a "Non-Resident" card for \$10 per year (no refund).
- Valid identification is required.
- A parent or guardian's signature and identification are required for children 17 and under.
- Cards are valid at any branch and can be used to check out most material at any Cardinal library in North Carolina.
- Cards must be presented to borrow, renew, or request materials.
- All library materials on your card are your responsibility.
- Please notify the Library if you lose your card or move.
- Replacement fee for lost cards is \$5.00.

**Loan Periods:** Materials may be returned to any location. Drop boxes are provided when the libraries are closed.

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|----------------------------------|---------|
| • Books/Audio-books              | 3 weeks |
| • DVDS (25¢ each or 5 for a \$1) | 1 week  |

### **Renewals:**

- All materials may be renewed once if there are no holds on them.
- DVDs-A fee of 25¢ is charged for each DVD that is renewed.
- You can renew in person, online, or over the phone.

**Overdues:** Late fees will be applied for each item up to a maximum of \$5.00. Fines are calculated for each day, except when the library is closed. Overdue fines must be paid in order to maintain borrowing privileges.

- 25¢ per day for books and audiobooks
- \$1 per day for DVDs
- Fines are assessed at the Cardinal library where you checked out material.

### **Special Services:**

- Copies and printouts: 25¢ for black and white; \$1 for color.
- Fax: \$2 for the 1<sup>st</sup> page; \$1 for each additional page.