

PATRON REGISTRATION POLICY

The Ellenville Public Library & Museum issues full-access library cards, without charge, to all qualified residents of the Ellenville Central School District.

Qualified residents must have reside within the Ellenville Central School District, or pay taxes to the Ellenville Central School District.

Residents of the Town of Wawarsing, residing in the Rondout Valley School District, and the Town of Rochester are eligible for library cards, as long as their respective Town Boards contract for full and complete library service for their residents with the Board of Trustees of the Ellenville Public Library & Museum.

Library cards are issued to minors, without charge, who reside in the Ellenville Central School District, as well as those residing in the Rondout Valley School District living in the Towns of Rochester and Wawarsing. A minor's residency shall be presumed to be that of his or her parents, or legal guardian. A parent or legal guardian must be present at the time of initial application and accept full and complete responsibility for said minor's card. The parent or guardian must have a valid library card.

Proof of residency is required at the time of initial application. Acceptable proofs of residency must include the applicant's name and street address.

Acceptable verifications of residency are:

- Driver's license
- Non-driver's license identification card issued by DMV
- Car registration
- Voter registration card
- Tax bill/receipt
- Report card
- 2 Utility bills (Water, phone)

Not acceptable are:

- Social Security Card

Bank cards, checks, or account books
Personal mail
Identification for a different name or address
Passports

The library administration has discretionary approval for any registration which may not meet the above criteria.

Upon process of the application, cards and letters of welcome will be given to the applicants.

At its sole discretion the Library may limit the number of items that may be charged out on one library card.

Adopted by the Board of Trustees
September 20, 2010
Amended by the Board of Trustees
May 16, 2011
Amended by the Board of Trustees
November 17, 2014