

## **Langley-Adams Library Library Card Eligibility Policy**

To be eligible for a Langley-Adams Library Card, Groveland residents must show proof of their current Groveland address, and then complete and sign an application form. Business owners or institution representatives within Groveland may also apply for a library card, and they must provide proof that their business or institution is based in Groveland. Teachers who teach in Groveland but reside outside of the Merrimack Valley Library Consortium area may also apply for a teacher card. The application process may be completed in person or on the library website.

If the applicant cannot produce proof of address, the Library will provide a copy of the application to the patron to bring back to the library at a future time, along with proof of their Groveland address. The applicant cannot check out any library materials until the application process is complete.

If the application process is completed in person, the library card will be ready for use within a few minutes. If the application process is completed online, the library card will be ready by the end of the next business day.

Parental/guardian signature is required on all library card applications issued to children under age fourteen.

Children are eligible for library cards at age 5. Most children in Groveland receive their library cards in kindergarten, but this is not a requirement.

Cardholders within the Merrimack Valley Library Consortium (MVLC) have immediate access to Langley-Adams Library Materials.

Cardholders from within the Commonwealth of Massachusetts but outside of MVLC may borrow items from the Library. They must present their current library card and proof of address within Massachusetts. This library card number will serve as their library card within MVLC as well.