

BETHEL PARK PUBLIC LIBRARY

POLICY NUMBER: 103

TITLE: Library Card Registration Standards

DATE ISSUED: June 2009; Revised 7/2017

A. ELIGIBILITY

1. Any resident of Allegheny County or any resident of Pennsylvania with an ACCESS PA library card are entitled to a free library card at any library within Allegheny County.
2. Only one library card is needed for use in any of the Allegheny County Library Association member libraries (see Appendix A).

B. REGISTRATION OF BORROWERS

1. Adults must present a photo I.D. with a current mailing address or a photo I.D. with a utility bill that shows a current mailing address to apply for a library card.
2. Children ages 5-17 may also apply for a library card. A parent or guardian must present proper I.D., as outlined above, and provide a signature taking responsibility for items borrowed on the child's card.
3. Library cards are issued at no charge to eligible patrons and are valid for two years.
4. Library cards are renewed without charge upon verification of patron address, telephone number and email address.
5. Library cards may be used immediately upon registration.

C. LIBRARY CARD REPLACEMENT

1. Replacement cards will be issued at a cost of \$1.00 per card.

D. BORROWER RESPONSIBILITIES

1. Borrowers are responsible for the following:
 - a. All library materials borrowed on their library card (regardless if materials were borrowed by the card holder or others)
 - b. All overdue fines incurred on their library cards by themselves or others
 - c. The replacement cost of lost or damaged library materials
 - d. Reporting name and/or address changes to the library
 - e. Reporting lost or stolen library cards

APPENDIX A

ACLA MEMBER LIBRARIES

[ACLA \(Allegheny County Library Association\)](#)

[ACLA Mobile Library Services](#)

[Andrew Carnegie Free Library \(Carnegie\)](#)

[Avalon Public Library](#)

[Baldwin Borough Library](#)

[Bayne Memorial Library \(Bellevue\)](#)

[Bethel Park Public Library](#)

[Braddock Carnegie Library](#)

[Turtle Creek Branch](#)

[Brentwood Library](#)

[Bridgeville Public Library](#)

[C. C. Mellor Memorial Library \(Edgewood\)](#)

[Forest Hills Branch](#)

[Carnegie Library of McKeesport](#)

[Duquesne Branch](#)

[Elizabeth Forward Branch](#)

[White Oak Branch](#)

[Carnegie Free Library of Swissvale](#)

[Carnegie Library of Homestead](#)

[Carnegie Library of Pittsburgh](#)

[Allegheny](#)

[Beechview](#)

[Brookline](#)

[Carrick](#)

[Downtown & Business](#)

[East Liberty](#)

[Hazelwood](#)

[Hill District](#)

[Homewood](#)

[Knoxville](#)

[Lawrenceville](#)

[Library for the Blind](#)

[Mt. Washington](#)

[Oakland \(Main Library\)](#)

[Sheraden](#)

[South Side](#)

[Squirrel Hill](#)

[West End](#)

[Woods Run](#)

[Carnegie Museum of Natural History Library](#)

[Clairton Public Library](#)

[Community Library of Allegheny Valley--](#)

[Harrison](#)

[Community Library of Allegheny Valley--](#)

[Tarentum](#)

[Community Library of Castle Shannon](#)

[Cooper-Siegel Community Library \(O'Hara Twp\)](#)

[Sharpsburg Branch](#)

[Coraopolis Memorial Library](#)

[Crafton Public Library](#)

[Dormont Public Library](#)

[F.O.R. Sto-Rox Library \(McKees Rocks\)](#)

[Green Tree Public Library](#)

[Hampton Community Library](#)

[Jefferson Hills Public Library](#)

[Millvale Community Library](#)

[Monroeville Public Library](#)

[Moon Township Public Library](#)

[Mt. Lebanon Public Library](#)

[North Versailles Public Library](#)

[Northern Tier Regional Library](#)

[Pine Center Branch](#)

[Northland Public Library](#)

[Oakmont Carnegie Library](#)

[Penn Hills Public Library](#)

[Lincoln Park Branch](#)

[Pleasant Hills Public Library](#)

[Plum Community Library](#)

[Robinson Township Library](#)

[Scott Township Library](#)

[Sewickley Public Library](#)

[Shaler North Hills Library](#)

[South Fayette Township Library](#)

[South Park Township Library](#)

[Springdale Free Public Library](#)

[Upper St. Clair Township Library](#)

[Western Allegheny Community Library](#)

[Whitehall Public Library](#)

[Wilkinsburg Public Library](#)

[Eastridge Branch](#)