

Library Cards--Issued Based on Residency--Attachment D

Patron Type	Eligibility	Card Registration	Card Renewal	Holds/ILL	Computer Access	Remote Database Access	Event Premium Registration	Materials Allowed	Loan Period	Material Renewal
(0) West Bloomfield	Resident (includes Township employees)	Proof of home address verified with ID. For Township employees, must also provide proof of employment.	5 years	Yes	Yes	Yes	Yes	All	Standard (21 Days; 7 Days)	Unlimited
(1) Temporary 3-Item Limit [1 month]	Must be eligible for West Bloomfield or Contract	Photo ID. Home address is West Bloomfield or Contract community but does not have address verification.	None Must convert to permanent patron type	No	Yes at Main Library; guest pass only at Branch	No	No	Books & Study Rooms Only	Standard (21 Days; 7 Days)	Unlimited until card expires. No Auto Renewals
(2-4) Contract	Resident of contract community	Proof of home address verified with ID.	3 Years / End of Contract	Yes	Yes	Yes	Yes	All	Standard (21 Days; 7 Days)	Unlimited
(5) Reciprocal	Resident of TLN community participating in reciprocal borrowing. Not all TLN libraries participate.	Proof of home address verified with ID and home library card.	3 Years	No	Yes at Main Library; guest pass only at Branch	No	No	All Except: Experience Kits, Hot Spots & Study Rooms	Standard (21 Days; 7 Days)	Unlimited
(6) Class Visit Card - Temporary 1-Item Limit [1 month]	Student of school in service area participating in class visit.	Teacher requests through Public Services Department. Issued to student for class visit use only.	None Must convert to permanent patron type	No	Guest pass only	No	No	Books Only	Standard (21 Days; 7 Days)	Unlimited until card expires. No Auto Renewals
(7) Business	Non-resident Business owners (not an employee of an organization) are eligible for a resident card. Non-transferable to family members.	Proof of home address verified with business address.	Annual	No	Yes at Main Library; guest pass only at Branch	No	No	All Except: Book Group Kits, Discovery Tablets, Experience Kits, Hot Spots & Study Rooms	Standard (21 Days; 7 Days)	Unlimited
(9) Outreach	Extended care, nursing or senior care facility in library service area	Request through Outreach staff. Issued to facility; designated contact person listed on record.	Annual	Yes	No	No	No	All Except: Discovery Tablets, Video Games, Hot Spots & Study Rooms	28 Days/4 weeks; 2 Days	One -- 4-week ; and No Auto Renewals

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