

301b

TEMPORARY RESIDENT CARDS

Library cards will be issued free to temporary or part-time residents of the Grayslake Area Public Library District. Temporary or part-time residents will not be required to relinquish their permanent library card in order to get a temporary card.

A list of acceptable forms of identification is available online and at the Circulation Desk.

For a child under high school age, the adult legally responsible for the child at his Grayslake Area Public Library District address must sign the application. If the adult has a valid Grayslake Library Card, they must present one piece of identification or any combination of pieces of identification needed to include the following:

- One photo ID showing their photo and name
- One piece of identification showing their name and signature
- One piece of identification showing their name and current address, matching the address on record in their library card account

The simplest combination of these is a Drivers License or State ID.

If the adult does not have a valid Grayslake Library Card, the adult must present any combination of pieces of identification needed to include the following:

- One photo ID showing their photo and name
- One piece of identification showing their name and signature
- Two pieces of identification showing their name and current address

The simplest combination of these is a Drivers License or State ID and one other form of identification showing their current address, matching the address on the Drivers License or State ID.

For a temporary resident high school age and over, the applicant must present any combination of pieces of identification needed to include the following:

To Prove Permanent Address:

- One photo ID showing their photo and name
- One piece of identification showing their name and signature
- One piece of identification showing their permanent address

The simplest combination of these is a Drivers License or State ID and one other form of identification showing their permanent address, matching the address on the Drivers License or State ID.

To Prove Temporary Address:

- Two pieces of identification showing their name and temporary address

If the temporary resident does not provide a second form of ID showing their name and temporary address, and they are residing with a permanent resident of the Library District, an adult with whom the applicant is temporarily residing may accompany the applicant to the library and show one form of ID with the address at which the applicant is residing.

Temporary resident library cards are issued for the expected duration of their temporary residency and may be renewed upon verification of continued residency. Verification requires presentation of their library card and one piece of identification or any combination of pieces of identification needed to include the following:

One photo ID showing their photo and name

One piece of identification showing their name and signature

One piece of identification showing their name and current address, matching the address on record in their library card account

The simplest combination of these is a Drivers License or State ID.

If the address provided does not match the address on record in their library card account, a second form of identification proving the new address must be presented.

Lost cards will be replaced for a fee.

A patron shall use only their own temporary resident library card for their own library transactions including but not limited to circulation functions, program registration and other library services. Patrons may give permission for others to access their account – please refer to Policy 337, PATRONS ALLOWING OTHERS TO ACCESS THEIR LIBRARY ACCOUNTS.