

RECIPROCAL BORROWING

The Grayslake Area Public Library District agrees to abide by the Reaching Across Illinois Library System (RAILS) Resource Sharing Policy.

For purposes of identification and address verification, applicant must be present to register or renew their Reciprocal Borrowing library card, with the exception that a Juvenile Reciprocal Borrowing card may be registered or renewed by the responsible adult without the child present.

To register or renew their reciprocal borrower card, applicants need to present their valid library card from their home library 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 Driver's License or State ID.

High school age students who have not yet entered high school may register their Reciprocal Borrowing library card using the ID procedure for a juvenile card. The card will be registered as an Adult card with no other "responsible party" signing the application form or being listed in the circulation system. If their library card from their home library is not valid, the patron must validate their card at their home library before registering or renewing it here.

If a patron owes another library fines or fees which exceed the Grayslake Area Public Library's threshold for stopping a card but does not exceed their home library's threshold and the card is still considered valid by the issuing library, the Grayslake Library will also consider that card to be valid. If the patron accumulates fines and fees owed to the Grayslake Area Public Library in an amount sufficient to stop their card here, the card will be stopped even if the threshold of the issuing library is higher than the amount owed Grayslake Library.

A patron shall use only their own 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.

The Grayslake Area Public Library District will provide services with some restrictions as set forth in the Chart of Fines and Fees to patrons with valid non-resident library cards issued by another library.

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