



# SCOTT COUNTY PUBLIC LIBRARY



## User Policy

Revised: 03/2008

Reviewed: 08/2018

The Scott County Public Library's main service area is Scott County. The SCPL serves all people regardless of race, color, age, sex, religion, disability or national origin.

- **Adult county residents / or employed in county:** Adult customers who show proper photo ID with current address will be issued a library card. If Photo ID does not have current address, verification of address must also be presented along with photo ID. This verification may include but not limited to the following: rent receipt; utility bill receipt; property tax bill; personalized checks; etc.
- **Adult non-residents:** Persons residing outside of Scott County but owning property in Scott County will be issued cards and not required to pay an annual fee. Persons residing outside of Scott County but living in Kentucky will be issued cards and not required to pay an annual fee. Proper Photo ID must be presented.

A \$10.00 annual fee for out-of-state patrons and transients is required upon application and annual renewal of library card. Proper Photo ID must be presented.

- **Juvenile residents:** All children under the age of 18 must have a parent or legal guardian sign their application card. The responsible adult must show proper ID.
- **Juvenile non-residents:** All children under the age of 18 must have a parent or legal guardian sign their application card. Children residing outside of Scott County but living in Kentucky shall be considered non-residents and are not required to pay an annual fee.

A \$10.00 annual fee for out-of-state juvenile patrons and transients is required upon application and annual renewal of library card. The responsible adult must show proper ID.

**Institution Cards:** Institutions such as daycare centers, nursing homes, etc. may apply for an institution card. Proper authority must sign for this card. The institution will be responsible for any items checked out using this card.