



Peterborough Town Library

2 Concord Street, Peterborough, NH 03458-1511 ■ (603) 924-8040 ■ PeterboroughTownLibrary.org

Library Card Policy:

- All Library cards are issued to individuals and may not be shared.
- Library cards are required at check-out.
- Patrons may authorize other individuals to pick up books on hold.
- Juvenile cards ages 5-17 require a parent or guardian signature.
- Confirmation of residency or other eligibility requirements are required when a card is up for renewal.

Eligibility:

Any Peterborough resident, or non-resident owning a residence in Peterborough, is eligible for a library card membership. Library cards are updated every three years to confirm contact information and eligibility.

The following individuals are also eligible for library cards:

- Students enrolled at any *public* school located within Peterborough. Students are asked to bring some type of identifying information about their school status. These cards are updated annually to confirm contact information and eligibility.
- Members of a Trust who own a residence in Peterborough may apply for a library card if they are named in the Trust documents. Land trusts are not eligible. These cards are updated every three years to confirm contact information and eligibility.
- MacDowell fellows, while in residence. These cards provide temporary access. Fellow must provide their personal contact information and return all items before the end of their fellowship.
- Visiting artists at Peterborough Players. These cards provide temporary access. Artists must provide their personal contact information and return all items before the end of their production.
- Non-residents, of other New Hampshire towns, may purchase one-year library card memberships for the annual fee, as set annually by the Board of Library Trustees.
- Any person who works in Peterborough and/or owns a business located in Peterborough who provides proof of employment or business is eligible to purchase a library card at a rate of 50% of the regular nonresident fee.
- The Library also provides complimentary cards to life-care facility staff who run programming or library visit services for their organization.

Verification, depending on card type, may include:

- A photo ID, tax document, or utility bill. If a Trust owns the property, the applicant must be named in the trust documents and the property must be a residence.



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- Conval ID or name of teacher and school information
- Details on fellowship or residency at MacDowell or Peterborough Players
- Proof of employment such as a current pay stub, a current letter from employer, or a tax bill, utility, or lease proving rental/ownership of business.
- For life-care facility staff, an application must be processed with the PTL Outreach Librarian to begin services.

Approved by BOT 10/17/19

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