

JERSEY CITY FREE PUBLIC LIBRARY  CARD APPLICATION

PLEASE PRINT. * INDICATES REQUIRED FIELD.

*Name of Applicant _____
Last First Middle or Initial

Name on Mailbox, if last name is different _____

*Residential Street Address _____
Number & Street
City State Zip Code

Mailing Address – If Post Office Box _____
City State Zip Code

*Home Phone () _____ - _____ *Cell Phone () _____ - _____

Email _____

*Birth Date ((Month /Day /Year) _____ / _____ / _____ *Gender _____ Male _____ Female

IF YOU DO NOT LIVE IN JERSEY CITY AND QUALIFY FOR A LIBRARY CARD BECAUSE YOU ATTEND SCHOOL OR WORK HERE: Please provide either the school or the employment information below and proof of address as indicated on the back of this form. **IF YOU LIVE IN HUDSON COUNTY, YOU QUALIFY FOR A CARD AS A RECIPROCAL BORROWER:** Current proper ID and proof of address is required.

School Name _____ Last Grade Completed _____

School Address _____
Number & Street Zip Code

Employer's Name _____

Employer's Address _____
Number & Street Zip Code

Business Email _____

PARENTAL AUTHORIZATION OF LIBRARY CARD / AGREEMENT OF RESPONSIBILITY FOR CHILD UNDER AGE 14

(Required for ALL children under age 14, including cards issued during class visits.)

I hereby authorize the Jersey City Free Public Library to issue a Library Card to my child. By signing below, I agree to pay any fines for late returns or charges for lost or damaged library materials taken out on this card, if my child does not pay these fines or charges.

Child's Full Name (printed) _____ Parent's Name (printed) _____

Signature of Parent, Guardian or Caregiver _____
(Please specify designation AFTER signature)

TEACHER INFORMATION FOR CHILDREN'S LIBRARY CARDS ISSUED DURING CLASS VISITS*

I understand that Library Cards issued as part of class visits must be given to the children to whom the cards were issued before the end of the school year, and that any Public Library books in the classroom at the end of the school year must be returned to the Library.

Teacher's Full Name (printed)

Name of School

Signature of Teacher

* Parent Signature and Proof of Address Required for All Children

To be completed by Library staff member: Cut below on dotted line, and return to Patron with new Library Card.

You can access your Library account online at <http://www.jclibrary.org>. Please keep the following information in a safe location:

Your PIN is _____ Your Card needs to be renewed by: _____ Barcode and User ID 27954 _____

Name _____

JERSEY CITY FREE PUBLIC LIBRARY CARD APPLICATION

(APPLICATION FORM ON REVERSE SIDE)

Thank you for using the Jersey City Free Public Library and for applying for a Library Card. Because of the high cost of library materials and the frequency with which many Jersey City residents move to new addresses, we ask that you provide us with the documents described in the sections below. We know you will make good use of your Library Card!

Residents of Jersey City: Anyone age 14 or above must show the following documents:

- A photo ID (such as driver's license, school or work ID, current passport)
- Proof that you live in Jersey City, sent to you at your current Jersey City address through the mail within the past **60** days (such as a current gas/electric or water bill, medical statement, bank or credit card statement, postmarked handwritten envelope, computer generated bill or other legitimate mail, recent online bank statement or bill which shows your current address, displayed on your smart phone).

NOTE: A post office box can be used as your mailing address, but you must **ALSO** provide us with proof of your Jersey City residential street address.

- The following are **NOT** acceptable as proof of address: leases or junk mail.

Non-resident students enrolled in Jersey City schools or colleges are eligible to apply for a free JCFPL Library Card. Please show a current student photo ID and current tuition bill or class schedule, as well as evidence of your residential address such as the proofs listed above.

Non-resident employers and employees working in Jersey City are eligible to apply for a free JCFPL Library Card. A current payroll stub, together with a photo ID and current residential address information such as the proofs listed above must be presented.

Reciprocal Borrowers: Anyone who lives in Hudson County, but in a municipality other than Jersey City, is eligible for a JCFPL Library Card. Please present your Library Card from your hometown library, photo ID, and evidence of your Hudson County residential address such as the proofs listed above.

AUTHORIZING LIBRARY CARD ISSUANCE TO YOUR CHILD OR CHILDREN: Children under age 14 who reside in Jersey City are eligible for a free Library Card. We ask that the parent or guardian of each minor child authorize the card issuance. By signing this form, you give the Library permission to issue a card to your child and agree if your child does not pay fines for late returns or lost items, you will pay for them. Proof of address required for all children. **Please fill out a separate form for each child.**

RESPONSIBILITY FOR LIBRARY MATERIALS

Borrowers are responsible for all items borrowed with their cards, including charges for lost or damaged library materials, and for the payment of fines for items returned late.

Parents or guardians are responsible for payment to the Library for lost, overdue, or damaged library materials for their children who do not pay the fines and charges themselves.

LOST OR STOLEN LIBRARY CARDS: If your card is lost or stolen, **inform the Library IMMEDIATELY.** **Borrowers are responsible for all items borrowed with their cards and all charges made against their cards before they inform the Library that the card has been lost or stolen.** **Parents are responsible for items borrowed and charges against their child's lost card before the card is reported lost or stolen.**

LIBRARY CARD RENEWAL: Library Cards will be renewed **every two years** at no charge to the holder if the cardholder is in good standing. **Before your card can be renewed, all outstanding bills must be paid in full.** In order to renew your Library Card, you will be required to show a photo ID and the same evidence that you live in Jersey City that is required to get a new Library Card, such as the proofs listed above.

CHECK YOUR LIBRARY ACCOUNT ONLINE! You can check on the status of your Library account, or your child's account, through our web page, **www.jclibrary.org.** Renew books, put holds on books, change your Library Card PIN, and much more.

PLEASE INFORM US PROMPTLY if you **change your phone number or email or move to a new address,** and provide proof of the new address as indicated above.

**** Please return Application to the Main Library, any Branch Library, or the Bookmobile. ****