

## WELCOME TO THE



## WASHINGTON COUNTY LIBRARY SYSTEM



### HOW CAN I GET A LIBRARY CARD?

Library cards are free to Washington County residents. You must present two items for verification:

1) Valid photo identification - issued by government, school or employer. A drivers license or ID card with a current Washington County address fulfills both requirements. Driver privilege cards are not accepted.

2) Proof of permanent address as a Washington County resident (must be a physical address, we cannot accept P.O. Box numbers)

Some examples of proof of address are as follows:

- Utility bill
- Property tax statement
- Rent or mortgage agreement
- Mail postmarked within the last 30 days

Non-Residents may obtain a card for a fee of \$20 for 6 months, or \$33 for one year. Photo ID and address verification is required. A family or household member of a non-resident cardholder may be added for the same duration for a fee of \$5.00.

### CAN MY CHILDREN GET A CARD?

Children 17 years and younger may receive library cards. A parent or legal guardian must be present when obtaining the card. Parents/guardians may choose the following options for their child:

1. Minor: this allows your child to have access to all materials in the library. With this you have the option to add Internet privileges where the child may access a filtered Internet system.

2. Minor Restricted: this allows your child to have access to all materials in the library with the exception of Mature Content DVDs and videos. With this you have the option to add Internet privileges where the child may access a filtered Internet system.

### HOW MANY ITEMS CAN I CHECK OUT?

- Adult and Minor Resident cards - 20 items per card with a limit of 10 movies per card
- Non-Resident card - 20 items per card with a limit of 10 movies per card

### HOW LONG CAN I KEEP CHECKED OUT ITEMS?

Items are checked out for the following:

|                     |         |
|---------------------|---------|
| Books/Magazines     | 14 days |
| Audiobook/Music CDs | 14 days |
| Playaways®          | 14 days |
| DVD/BluRay          | 7 days  |
| Mobile Hotspots     | 7 days  |
| Telescopes          | 7 days  |
| Go Pros             | 7 days  |

Items may be renewed for additional time as long as the item does not have a "Hold" request pending. You may renew your items twice, either online or by calling. Adults may check out up to 20 items, 10 of which can be movies. Children can check out 10 items in any combination.

### CAN I REQUEST ITEMS?

Materials located at another branch or checked out to another patron may be placed on hold. Patrons will be notified via e-mail or text when the item is available, and the item will be held for 7 days.

### WHERE DO I CHECK IN MY ITEMS?

Library materials may be returned to any branch in the system. Please note - heat can destroy DVDs, CDs, and Playaways®. Please use an interior book drop for these items whenever possible.

### WHAT HAPPENS IF I FORGET TO TURN MY ITEMS IN ON TIME?

As a courtesy to patrons, overdue notices are sent via e-mail. Fines for most items are 10 cents a day for each item. If an item remains overdue for 45 days, the status of the item is changed to "lost". The patron is responsible for replacement costs and processing fees. A non-refundable fee of \$5.00 is levied to cover shipping and processing costs, except for magazines. Accounts with fines or fees greater than \$50 past due for 60 days are sent to collections. If you have any questions regarding overdue notices, please contact your library.

### CAN I DOWNLOAD DIGITAL BOOKS?

The Washington County Library System offers patrons access to digital media collections through the Libby app. Download information is available on the Library website: [www.library.washco.utah.gov](http://www.library.washco.utah.gov).

## CARD RESPONSIBILITIES:

Cardholders agree to the following responsibilities upon obtaining a card:

- Library cards are non-transferable and may only be used by the person named on the card holder's registration.
- Periodic renewal/updating their card.
- All material checked out on patron's card.
- All losses and/or damages to library materials checked out on patron's card.
- Prompt payment of any charges incurred.
- Prompt notification of any change in address, phone number or e-mail address.
- Immediate notification of lost or stolen library card.
- Parents or guardians accept responsibility for all materials checked out by family members 17 years of age or younger.

## LOST CARDS:

If your library card is lost or stolen, contact the library immediately. Until notice is received, patrons will continue to be responsible for any materials checked out on lost or missing cards.

A fee of \$2.00 is required to replace a lost or missing card.

## DONATION POLICY:

The Library System accepts donations of materials to add to our collection, for our perpetual book sale, or to give to other non-profit organizations. Your tax deductible donation can be dropped off at any of the Library System branches. Please ask for a donation receipt when you drop your items off.

### What we accept:

Books, Audio CDs, Music CDs, DVDs, Blu-ray discs, and current magazines in good condition.

### What we do not accept:

Books that are damp, moldy, are in poor condition, or that have been in storage for an extended period of time.

Text books or encyclopedias. Legal, health, and travel books that are more than two years old, VHS or cassette tapes.

## WASHINGTON COUNTY LIBRARY SYSTEM

### BRANCH INFORMATION

• **ST. GEORGE BRANCH** 435-634-5737  
88. W. 100 S.

Branch Hours:

Monday - Thursday 10:00 AM - 8:00 PM  
Friday - Saturday 10:00 AM - 6:00 PM

• **HURRICANE BRANCH** 435-635-4621  
36 S. 300 W.

Branch Hours:

Monday - Thursday 10:00 AM - 7:00 PM  
Friday - Saturday 10:00 AM - 6:00 PM

• **SANTA CLARA BRANCH** 435-986-0432  
1099 N. Lava Flow Dr.

Branch Hours:

Monday - Thursday 10:00 AM - 7:00 PM  
Friday - Saturday 10:00 AM - 6:00 PM

• **WASHINGTON BRANCH** 435-627-2706  
220 N. 300 E.

Branch Hours:

Monday - Thursday 10:00 AM - 7:00 PM  
Friday - Saturday 10:00 AM - 6:00 PM

• **ENTERPRISE BRANCH** 435-878-2574  
393 S. 200 E.

Branch Hours:

Monday 10:00 AM - 6:00 PM  
Tuesday- Thursday 10:00 AM - 7:00 PM  
Friday 10:00 AM - 6:00 PM  
Saturday 10:00 AM - 3:00 PM

• **HILDALE BRANCH** 435-874-1341  
440 E. Newel Ave.

• **NEW HARMONY BRANCH** 435-867-0065  
34 S. 2900 E.

Branch Hours:

Monday - Thursday 10:00 AM - 7:00 PM  
Friday & Saturday 10:00 AM - 4:00 PM

• **SPRINGDALE BRANCH** 435-772-3676  
126 Lion Blvd.

Branch Hours:

Monday - Thursday 10:00 AM - 7:00 PM  
Friday 10:00 AM - 5:00 PM  
Saturday 12:00 PM - 5:00 PM

## MAKERSPACES:

A Makerspace is a place that provides the tools to create, and the Washington County Library System is expanding the opportunities for the community to use tools that are often unavailable to individuals.

Try 3D printing, scrap-booking, button making, laser cutting, movie making, recording, virtual reality learning, or build a circuit with the tools in the Makerspace! Check with your library branch to find out more information on Makerspaces.

Access to the library Makerspaces is granted to the public, children must be accompanied by an adult.

## OTHER SERVICES:

Washington County Library System offers faxing, scanning, Internet access and printing at most branches.

Archival microfilm records of Washington County newspapers are also available for patron use at the St. George branch.

The website offers links for area information, including current events, job openings, demographics and other sites offering information to library patrons.

An Adult Literacy Program is available through the Library system. For more information, please call 435-634-5737.



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www.library.washco.utah.gov  
Telephone - 435-634-5737