



## Library Card and Borrowing Policy

The Board of Trustees of Delta County Public Library District (“Library Board”) adopts and makes public the following written policy: **Library Card and Borrowing Policy**

### **Revision Dates and General Definitions**

This revision dated 1/21/2026 overrides all previous versions and any verbal/oral policies, actions, and behavior in existence prior to this date.

No individual has the authority to override the provisions contained in Delta County Public Library District’s (“District”) policies either orally or in writing, or by their actions.

### **Policy**

Regular Library Card: If you are a Delta County resident age 16 or older, you may obtain a free library card by visiting one of our libraries—Cedaredge, Crawford, Delta, Hotchkiss, or Paonia.

- We require a valid photo ID and verification of physical address for you to receive a regular library card. Acceptable forms of photo ID are: driver’s license, passport, school ID, or any other government-issued document showing a photo and your name.
- To ensure equal access to library resources, we limit you to one Delta County Libraries account.
- A child age 6 and older and under the age of 16 may get a library card. A parent or legal guardian must accompany the child to the library and show their valid photo ID and verification of physical address.
- If you lose your library card or it is stolen, we require a valid photo ID to replace it.
- If a child age 6 and older and under the age of 16 loses their library card or it is stolen, we require the parent or legal guardian to provide a valid photo ID. The child must accompany the adult to replace the child’s card.

Other Types of Library Cards: Delta County Libraries offers several other types of library cards. Please visit or call one of our libraries to see if one of these cards fits your circumstances better.

- E-Card—If you are a resident age 16 or older, you may obtain an E-Card. This card does not carry check out privileges of physical items but allows you to use electronic resources, such as computers and online resources. You may apply online for an E-Card.
- Student E-Card—If you are a student of any Delta County school, you may obtain a Student E-Card by request through your teacher, counselor, or school administrator.
- Faculty Card—If you are a Delta County educator, you may obtain a faculty card to better assist you in accessing electronic resources and checking out items for a longer period of time.

- Homebound Card—If you are a homebound resident of Delta County, you may obtain a Homebound Card to have access to physical items. This card requires another person to transport items to and from the library on your behalf.
- Colorado Libraries Collaborate (CLC) Card—We participate in the CLC Card Program. If you are a Colorado resident without Delta County residency, who presents a valid photo ID and a library card from another library in Colorado, you may register for a CLC Card and borrow items at any participating library in Colorado. You may return items borrowed from other Colorado libraries to any of our libraries in Delta County.

Confidentiality: You should be the only one using your library card. You must present your library card or valid photo ID to access your library account. A child’s parent or legal guardian must present the child’s library card to access the child’s account. Staff may request a photo ID at any time to access and ensure account accuracy. In compliance with Colorado statute (C.R.S. § 24-90-119), Delta County Libraries may not give information about your library account to anyone but you. Please read our Privacy and Confidentiality Policy for more information.

Borrower Responsibilities and Privileges: If you have a Delta County Libraries card, you are responsible for the following:

- The return, in good condition, of all items borrowed.
- Payment of charges incurred for any overdue, unreturned, damaged, or incomplete items.
- Reporting a lost or stolen card immediately.
- Reporting promptly any changes in name, address, email, or phone number.
- All charges on your card as the result of lending your card or library items to another individual.
- Payment of charges incurred for overdue, unreturned, damaged, and incomplete items borrowed from other libraries that are subject to the rules and regulations of the loaning libraries.

If you are a parent or guardian of a child who is a library cardholder, then you agree to be responsible for the above and to teach your child library rules and guidelines to help with the use of their card. If you wish to access your child’s records for checking out, renewing, or paying charges incurred, please retain a copy of your child’s library card.

Overdue, Unreturned, Damaged, and Incomplete Items: To safeguard the collection and make items available to as many people as possible, Delta County Libraries sets limits on the number of items you may check out, charges for overdue, unreturned, damaged, and incomplete items, and may not accept replacement items. We may suspend your borrowing privileges until you return any overdue, unreturned, damaged, and incomplete items and pay any charges incurred. We may refer you to a collection agency for recovery of long overdue items or excessive charges.

Delta County Public Library District Board of Trustees

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President Date

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Secretary Date

Adopted: 9/16/2020

Revised: 1/21/2026