THE CITY OF SAN DIEGO

San Diego Public Library

Registration Form

(El formulario en Español esta al dorso)

Any resident of California may apply for a San Diego Public Library card upon presentation and verification of proper identification.

A. Picture identification (e.g. California driver's license or ID, military ID, out-of-state driver's license, passport) **and**

B. Proof of Address (e.g. driver's license, rental agreement, unopened postmarked letter, preprinted check) **and**

C. Signature Verification (e.g. driver's license, passport, military ID, credit card, etc.)

First Name: _____

Middle Name: _____

Last Name: _____

Mailing Address: _____ (Street Number) _____ (Name) _____ (Apt #/Space #)

City: _____ **State:** _____ **Zip Code:** _____ - _____

Telephone: _____ (Home Telephone Number) _____ (Work/Cell Telephone Number) **Ext.** _____

☐ **Yes, I would like to receive <u>all library notices</u> (Overdues, Bills, Reserve Pick-up, and Reserve Cancellation) by E-mail. My E-mail address is:**

@

I understand that by selecting E-mail notification, I will no longer receive library notices in any other format.

☐ Yes, I wish to be added to the library's mailing list.

Acceptance of responsibility: I will be responsible for all materials borrowed on this card. I will report a lost/stolen card or any change of mailing or E-mail address immediately. I understand that there is a charge for overdue, lost, damaged, and stolen library materials, and a replacement fee is charged for a lost, damaged, or stolen library card. I understand that the theft or damage of library materials may result in criminal charges being brought. I have been issued a permanent card that may be **<u>renewed every two years</u>**. When I sign this card I assume responsibility for anything that anyone checks out on the card.

Signature: _____

If applicant is under 18 years of age, please complete the following:

Child/Minor's Date of Birth (MM/DD/YYYY): _____

Parent/Guardian Name: _____ (First) _____ (Last)

Address if different from above:

_____ (Street Number, Name, Apt/Spc #) _____ (City) _____ (State) _____ (Zip Code)

<u>Parent/Legal Guardian Responsibility</u>: Supervision of a Child's/Minor's access to all books and media is the parent/legal guardian's responsibility. The library does not restrict access to any materials of an adult nature. A Child/Minor (registrants under 18 years of age) must have a parent or legal guardian's signature and identification number (drivers' license #, passport #, ID #, etc.) before a card can be issued. A Parent/Legal Guardian of a Child/Minor is responsible for all overdue fines, fees, lost, or damaged materials when they sign the application. A replacement fee is charged for a lost, damaged, or stolen library card. Theft or damage of library materials may result in criminal charges being brought.

I give permission for this child/minor to borrow any video material: (Check a box) ☐ Yes ☐ No

Required: Parent/Guardian Signature: _____

Parent/Guardian ID Type and Number: _____

For Staff Use Only

ID #: _____ **ID Type:** _____ **Address Verified:** Y N

☐ New Class: AD JV JM ☐ Renewal ☐ Address Change ☐ Name Change ☐ L/S Card

☐ Parent's Record Checked ☐ Rules/Fee Schedule given to patron *Affix Barcode Label Here*