

Library Card Policy

Eligibility

Library cards are available to all individuals, regardless of age. Library privileges may be suspended for patrons involved in legal action with the library or for those whose borrowing rights have been restricted.

Proof of Address

All applicants must provide proof of their current address at the time of registration. Acceptable proof includes a valid government-issued photo ID showing the current address, or a valid government-issued ID accompanied by a piece of mail showing the address. This requirement applies to all patrons, including children.

Children and Young Readers

Children of any age may be issued their own library cards. A parent or legal guardian must complete the application in the presence of library staff and provide proof of address. Other relatives or caregivers may register a child if they assume responsibility for the account. Parents or guardians are responsible for all items borrowed by the child. This ensures that all library materials are properly managed and accounted for.

Out-of-County Patrons

Individuals residing outside Lincoln County may be eligible for a library card if they demonstrate a qualifying connection to the community. Qualifying connections include:

1. Employment by a local business or government entity
2. Partial residence in Lincoln County (such as split households)
3. Individuals within the homeless or migrant worker community without a permanent address.

Proof of employment or residency must be provided at the time of registration. ***Employment through delivery or temporary agencies without local offices in Lincoln County (for example, Instacart, Spark, or DoorDash) does not satisfy this requirement.***

The annual fee for out-of-county cards is \$20 per individual, which is waived for students enrolled at Tennessee state colleges and universities. Fees are non-refundable and non-transferable.

Replacement Cards

Replacement cards are available for \$1.00 for the first replacement and \$5.00 for each subsequent replacement. This policy ensures accountability while keeping replacement costs minimal.

Application Review

All patrons must complete an official library card application. The library reserves the right to periodically review applications to ensure information remains accurate and up to date. This review process helps maintain the integrity of library services and resources.