

Newaygo Area District

Non-Resident Cards

Adopted: March 20, 2018

Revised: August 21, 2018

Non-resident Card

- a. Cards. The Newaygo Area District Library (NADL) offers the opportunity for non-residents to purchase an individual card. Non-residents are defined as those individuals who do not reside inside the boundaries of any library service area. Non-resident cardholders are restricted to borrowing materials owned by the Newaygo Area District Library. Inter-loan service is not provided. Downloadable materials are not available.
- b. Minors (under 18). An individual non-resident card for a minor child may be purchased in addition to the parent or guardian card that is in good standing. Both the minor child and the parent/guardian must be present when obtaining a minor library card. The legal guardian co-signer must be willing to accept financial and supervisory responsibilities for the card's use.
- c. Students of Newaygo Public School. NADL offers a non-resident card without fee which does not require a parent or guardian signature to students enrolled in grades 3 – 12 at Newaygo Public Schools and who reside in a township outside the boundaries of any library service area.
 1. Student must provide proof of both school enrollment and current legal address and complete registration form.
 2. Card is valid for one year. Card may be renewed with proof of Newaygo Public School enrollment and current legal address.
 3. Card is strictly useable only by the student owning the card. Student must present the card at checkout.
 4. Card use is limited to Newaygo Area District Library materials only. This does not include downloadable and electronic resources.
 5. Students may check out two (2) items. If an item is damaged or lost, the student may resume borrowing privileges when the fine is paid.
 6. Non-resident juveniles whose current legal address is outside the Newaygo Area District Library service area but within the Lakeland Library Cooperative district must request a card from the library district where they live.
- d. Card Cost
The cost for an individual non-resident card is \$40.00.
- e. Card Expiration. All non-resident cards are valid for one year from the date of purchase.
- f. Privileges. A person who purchases a non-resident library card will be afforded access to all of the privileges of a resident with the exception of (1) interlibrary loan and other services provided to the Library by the Lakeland Library Cooperative according to the Coop's Non-Resident policies; and (2) those not allowed by contract with a third party vendor.
- g. Worn, Damaged or Lost Card Replacement. Worn or damaged cards will be replaced at no cost when the old card is turned in. Lost cards may be replaced for a \$3.00 fee. All earlier cards are voided upon issuance of a replacement card. All patron account information, including fines, fees, checkouts and holds will be transferred to the new account.