



# LIBRARY CARD REGISTRATION

Individual responsible for fines and fees must complete this form.

Please complete the form on the following pages and mail or email it back to us.

**PLEASE NOTE\*\*\* We do require a valid photo ID to process ALL card applications.**

Types of cards available to patrons:

**Adult:** single patron, may be used for in person check-outs as well as access to the Pineywoods Digital Consortium thru the Libby App

**Family:** Available for whole family to use, may be used for in person check-outs as well as access to the Pineywoods Digital Consortium thru the Libby App

**Digital:** patrons who live beyond our local service area, only providing access to the Pineywoods Digital Consortium thru the Libby App

Mailing instructions: Please send a copy of a valid form of photo ID along with your application to:

San Augustine Public Library  
Circulation Clerk (Library Card)  
413 E Columbia Street  
San Augustine, TX 75972

Emailing instructions: Please send a copy of a valid form of photo ID along with your application to:

[contact@salibrary.org](mailto:contact@salibrary.org)

with the subject line "Library Card Application"



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|                 |        |   |     |                            |
|-----------------|--------|---|-----|----------------------------|
| Last Name       |        | First Name  |     | Middle Name                |
| Date of Birth   |        | TX DL / ID #  |     | TX DL / ID Expiration Date |
| Mailing Address |        |   |     | Apt. #                     |
| City            | County | State   | Zip |                            |
| Telephone       |        | Email address   |     |                            |
|                 |        | <input type="checkbox"/> Check this box to be added to our monthly newsletter |     |                            |

## BORROWER AGREEMENT:

I accept responsibility for the use of this card, including all items borrowed on it and fines/fees incurred. I understand that any fines/fees incurred are payable at the time they accrue and that delinquent accounts are subject to collection activity and may be credit reported. I agree to inform the San Augustine Public Library immediately of any change to personal contact information or if the card is lost or stolen.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Photo ID:  TDL  TID  OTHER: \_\_\_\_\_

Type of card requested:  Adult  Family  Digital

*for library use only*

|                |             |             |             |
|----------------|-------------|-------------|-------------|
| Library Card # | Patron Type | ID verified | Reviewed by |
|----------------|-------------|-------------|-------------|



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## SAN AUGUSTINE PUBLIC LIBRARY

### COLLECTION DEVELOPMENT POLICY

MARCH 1, 2023

We have a special obligation to ensure the free flow of information and ideas to present and future generations. Our main objective is to serve our community. We provide the highest level of service to all of our patrons through appropriate and usefully organized resources; equitable service policies; equitable access; and accurate, unbiased, and courteous responses to all requests.

We uphold the principles of intellectual freedom.

We protect each patron's user's right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted.

We respect intellectual property rights and advocate balance between the interests of information users and rights of our patrons.

We treat co-workers, patrons and other colleagues with respect, fairness, and good faith, and advocate conditions of employment that safeguard the rights and welfare of all employees.

We do not advance private interests at the expense of library users, colleagues, or our employing institutions.

We strive for excellence in the profession by maintaining and enhancing our own knowledge and skills, by encouraging the professional development of co-workers, and by fostering the aspirations of our patrons.

We affirm the inherent dignity and rights of every person. We work to recognize and dismantle individual biases; enhance diversity and inclusion; libraries, communities, profession, and associations through awareness, education, collaboration, services.