

2.2 Borrower Eligibility

I. Library Card Requirements

The New Braunfels Public Library will provide library cards without charge to all residents of the City of New Braunfels and will renew every three (3) years. Residency is defined as residing in or owning real property located in the City of New Braunfels or its extraterritorial jurisdiction (ETJ) or having a mailing address of New Braunfels, TX as established by the United States Postal Service.

1. Obtaining a Library Card

- Person getting the card must be present, exceptions may be made for people with barriers to accessibility.

2. Eligibility for Library Card

- Identity and residency can be verified with a valid photo ID issued by the state of Texas with your current address.
- Identification and residency can also be verified with: Any photo ID with your name and photograph as well as postmarked mail with your name on it.

3. Young Adults (16 or 17 years old)

- May get a card on their own if they can provide a valid photo ID and verification of local address.
- Must have a parent or guardian apply on their behalf if they lack photo ID and address verification.

4. For Children Under 16

- Parents/guardians can obtain a card in the child's name, and the child must be present.
- The parent/guardian must oversee the child's use and accept responsibility for all materials.
- Photo ID and address verification required for the parent/guardian.

II. Fee-paying Non-resident Cards

1. Adults (18 years and older)

- Non-residents who do not meet the criteria for a free library card may obtain a library card for a non-refundable annual fee of \$25.00
- Non-residents can alternatively obtain a library card for a non-refundable fee of \$15.00 that is valid for six (6) months.

2. Minors (17 and under)

- Non-residents who do not meet the criteria for a free library card may obtain a library card for an annual, non-refundable fee of \$10.00 for minors.

3. TexShare Cards

The TexShare Card Program is a reciprocal borrowing program sponsored by the Texas State Library and Archives. Participating libraries may issue their patrons a TexShare card, which may be used to borrow materials directly from any other participating TexShare library.

In order to be issued a TexShare card from the New Braunfels Public Library, patrons must:

- Have a current New Braunfels resident or non-resident full-year library membership for a period of at least sixty days.
- Be over the age of eighteen (18).
- Have a clear borrowing record with no outstanding fees, fines or disputed items.

TexShare cards are issued for up to one year and will expire on the same date as the patron's library card. It will be renewed if the patron continues to maintain a clear borrowing record with both our library and other participating TexShare libraries.

TexShare cardholders who owe fines or fees to other TexShare libraries will be blocked from borrowing materials from our library until all fines or fees are cleared from their record.

Non-residents who present a valid TexShare card from another participating library, and who are not on the state list of revoked TexShare cards may apply for a TexShare library card for the New Braunfels Public Library at no additional charge. This card will be limited to ten (10) items checked out at a time and will not be eligible for interlibrary loan or patron request services. Library privileges will be offered until the date of expiration on the TexShare card. Cards without an expiration date will not be honored.

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By: Amy McStane
President, Library Advisory Board

Attest: Carl Johnson
Library Director