



## 2.22 - TexShare Card Policy

**Eligibility:** In order to obtain a TexShare card from the New Braunfels Public Library (NBPL), patrons must be over the age of fifteen, be a registered cardholder for at least 60 days and must also be in good standing without overdue items or outstanding charges.

Visiting TexShare card holders may apply for borrowing privileges at the New Braunfels Public Library by presenting a valid TexShare Card, providing an acceptable form of address verification such as a current Texas driver's license, official D.P.S. identification card or a student ID with address and filling out a library card application. NBPL library privileges will be granted for a period not to exceed one year or past the due date of the TexShare card.

**Limitations:** TexShare cardholders may borrow up to three (3) items at a time. TexShare cardholders are not eligible to use the New Braunfels Public Library's interlibrary loan, patron request or material holds (requests) services. They are able to request items be moved from one library location to another library location for pick up.

**Card Availability:** New Braunfels Public Library cardholders may request a TexShare card or visiting TexShare cardholders may apply for a library card at the Service Desks during regular library hours.

**Returns:** Borrowers are responsible for returning materials directly to the New Braunfels Public Library, either to the inside or outside book drops, the Westside library or the RIOmobile. New Braunfels Public Library cannot return materials that NBPL TexShare cardholders borrow from other libraries.

**Overdue:** Overdue notices are provided as a courtesy. Standard library procedures will be followed to recover any materials lost by TexShare borrowers. Should these fail, the "home" library of the TexShare patron will be billed for the materials.

**Borrowing policies – general:** New Braunfels Public Library lending periods, notifications, and lost or damaged materials policies shall apply to all TexShare cardholders. NBPL TexShare cardholders shall abide by the lending policies of the libraries that grant them borrowing privileges under this program. If an NBPL TexShare cardholder is in arrears to another library, charges will be settled by NBPL as the "home library" and then assessed to the NBPL cardholder. Library privileges will be suspended until the matter is resolved.

*ADOPTED FEBRUARY 17, 2015  
REVISED MARCH 16, 2015, MARCH 20, 2017;  
ENDORSED FEBRUARY 19, 2019; REVISED FEBRUARY 24, 2020; REVISED FEBRUARY 20,  
2023; REVISED FEBRUARY 27, 2024*

---

Advisory Board President

---

Library Director