

## I am going to the library



**Before I go to the library**

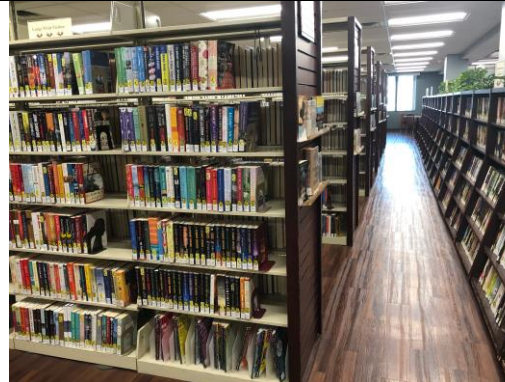
<p>I am going to the Fairfield County District Library.</p>	
<p>If I am nervous about going I can talk to someone and ask questions first. I can call 740-653-2745.</p>	
<p>I can ask the person for a tour of the library.</p>	

**About the library**

There are Information Desks on the First Floor, the Lower Level, and the Second Floor. The library staff there can help me.



The library is usually a quiet place where people talk quietly, relax, and read books.



Sometimes it might be noisy. If it is too noisy a librarian will help me find a quieter area.



## How to get a library card

When I get to the library I will see a big desk. This is called the Circulation Desk.





I will talk to someone who works there to get a library card.



I will tell them my name, address, date of birth, telephone number, and email address.

FAIRFIELD COUNTY DISTRICT LIBRARY  
Application for Library Card Account - Adult

LAST NAME (please print) \_\_\_\_\_ FIRST NAME \_\_\_\_\_ M.F.S. \_\_\_\_\_  
 MARRIAGE ADDRESS (Please Number and Street or Post Office Box No. #) \_\_\_\_\_  
 CITY \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

THE LIBRARY WILL NOTIFY YOU WHEN YOUR CARD IS AVAILABLE FOR PICK-UP BY PHONE CALL, EMAIL, OR TEXT.  
 (This library is not responsible for notification if you do not have a current phone number or email address.)

\*\*Please notify me by: PHONE EMAIL TEXT \_\_\_\_\_

EMPLOYER (For business) \_\_\_\_\_ BUS. NAME \_\_\_\_\_ DRIVER'S LICENSE NO. \_\_\_\_\_  
 (Please do not fill in unless you are a business customer)

The Library provides computer help stations to the address for customers to use.  
 (Please do not use the computer for illegal activities.)

By showing library materials, I agree to abide by all library policies and procedures pertaining to Internet use.  
 I understand that I will have my Internet privileges if I abuse my access to access the Internet using my library account.

**Photo/ID Approval** Yes  No   
 We will take your photo and add it to your library account which will also serve as a photo ID to check out materials in lieu of presenting your library card. If you do NOT wish to add your photo, you may use your library card or a photo ID such as a driver's license instead of your photo.

**Optional: AUTHORIZATION FOR ONE ALTERNATE CARD USER:**  
 I, \_\_\_\_\_, permission to use my library card to check out materials, (please insert name here) for the cardholder's use only. I understand and accept full responsibility for materials chosen and checked out by the above designee.

Please Note: You will receive both a library card and a key-chain card. Both cards have the same account number and use the same PIN. Your PIN library card allows you to check out items via library.com, while the key-chain card is for library.com only. If you lose your library card, you will need to return a photo ID to the registration desk or request a new PIN number.

If you have any questions or concerns regarding your account, please contact the library (937)833-2121. You are financially responsible for any materials, fines or fees assessed at the account prior to the card being reported lost, stolen or compromised.

I understand and accept full responsibility for materials selected and checked out on my card. I accept full responsibility for all financial obligations to the FCDC.

Signature \_\_\_\_\_

Printed July 2019

I will show them identification. I will show them a photo ID that has my name and current address (such as a driver's license).

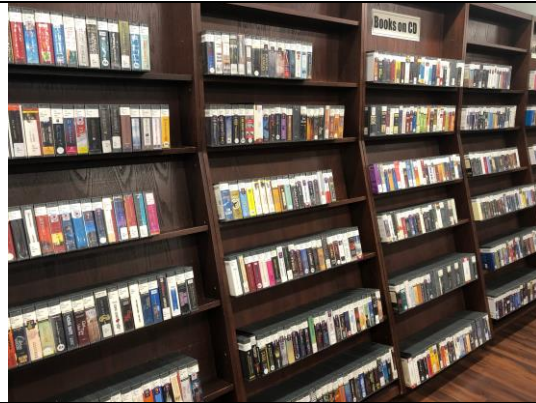


I will sign a form. This makes me a member of the library and I will be given a library card.



**When I visit the library**

In the library there will be shelves of books, audio books, CDs, and DVDs.



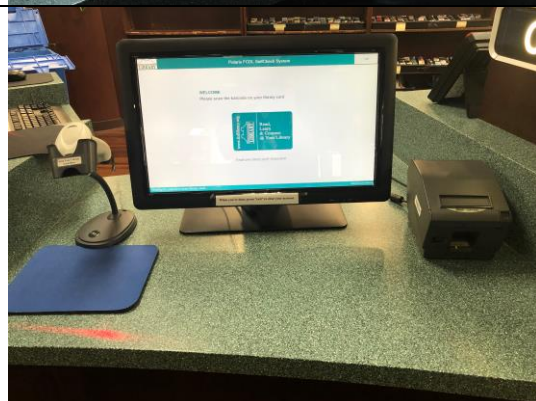
I can sit in a chair to read a book.



I can borrow a book, audio book, CD, or DVD, and take it home with me.

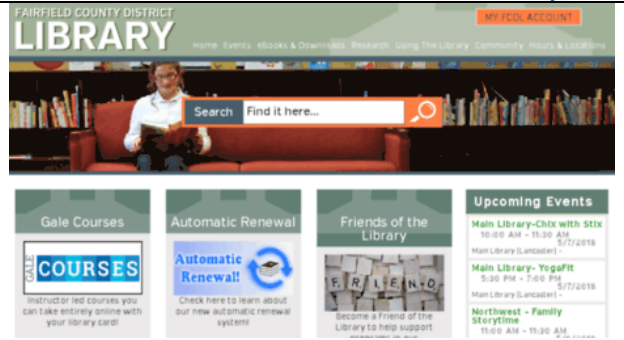


Library staff will show me how to borrow the book, audio book, CD, or DVD, and tell me when I need to bring it back to the library.

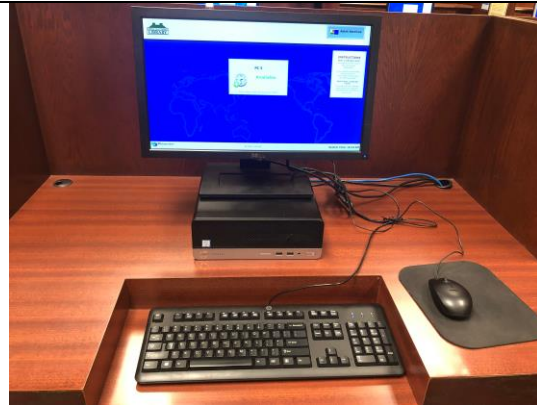




I can use my library card to download e-books, e-audio books, TV shows, and movies from the library website. Staff will show me how.



The library will also have some computers.



The computers are free to use.



To use the computers, I will need to log on with my library card. The staff will show me how.



When I have finished, I will leave the library.

