

TRL Homeschool Library Card Application

To be eligible for a homeschool account, applicants must have an existing Timberland Regional Library account with a verified address, and a fee balance below 15 dollars.

1. Personal Information

Name _____
First Middle Last

Existing Library Card Number _____

Preferred branch or pickup location _____

Phone _____ Email _____

4-digit account PIN _____ Courtesy notification preference (check one) Email Phone Text

What other languages would you use library materials in? _____

2. Permissions

All account information is confidential. You may grant others permission to access or utilize your account below. Attach additional names if necessary. Leave this section blank if no permissions are to be granted.

A. _____
Full Name Email

Permissions granted: All Check out materials Place holds Pickup holds

B. _____
Full Name Email

Permissions granted: All Check out materials Place holds Pickup holds

3. Agreement for Library Use

- I agree to abide by the rules of the libraries from which I borrow materials.
- I agree to pay for any costs or fees that may be charged for materials lost or damaged.
- I understand that I am responsible for all use made of my library card, with or without my consent.
- I understand the library is not responsible for the cardholder's choice of library materials.

Date

Signature

HOMESCHOOL LIBRARY CARD APPLICATION

Frequently Asked Questions

- **How does this account differ from an individual library card account?** A homeschool card offers an additional account to access more materials for a longer checkout period. The homeschool card is a special service and may be revoked if misused.
- **When does the account become activated?** As soon as TRL staff member creates the account and issues the library card, it is fully functional.
- **When does the account expire?** Homeschool accounts require annual renewal.

Borrowing Items

- Homeschool accounts can check out up to 50 items at a time and have up to 50 items on hold.
- Most items check out for 5 weeks. If you can't get an item back by the due date, you may renew it for an additional 5-week checkout period, as long as no one is waiting for it.
- Just like with regular accounts, cardholders are responsible for knowing when materials are due and are billed for materials lost or damaged.

Restrictions

- The following items are not eligible for checkout on a homeschool account:
 - Materials for personal use, including Library of Things.
 - Online databases.
- Homeschool accounts may be revoked if misused.

Privacy

- TRL protects the privacy of patron accounts by keeping all records confidential. That includes all information in the account (e.g., address and contact information, items borrowed or requested, and computer use information).
- Account holders may opt to share information with others by granting specific permissions to access or utilize the account.

Updates and Corrections

- Account information may be updated via the library website (<https://trl.org/>), or through your local library staff.
- If a card is lost, contact the library immediately. Cardholders are responsible for all use made of their cards, with or without consent.
- Replacement library cards are free.
- To modify account permissions, contact your local library staff. The person to whom the card is issued must approve all permissions granted.