

# SOUTH HAVEN MEMORIAL LIBRARY

## MICHICARD POLICY

MICHICARD is a voluntary program.

All rules, policies and restrictions normally imposed for borrowers and lenders by the South Haven Memorial Library (SHML) will apply to persons presenting the MichiCard borrower's card.

The SHML will affix the MichiCard sticker to the individual library cards held by borrowers who are residents living in the library's legally established service area – the City of South Haven or the Township of South Haven.

The SHML may not issue a MichiCard sticker to any non-resident who does not live in the City of South Haven or the Township of South Haven, or provide financial support for the library.

MichiCard cardholders must register by filling out a standard patron registration card.

MichiCard cardholders will not be charged a non-resident fee when borrowing books from participating libraries.

~~Printed materials only (No A-V items) will be made available to MichiCard borrowers.~~

The Library of Michigan will provide reimbursement for lost printed materials only.

Printed materials should be returned to the library from which they were borrowed. The Library of Michigan will reimburse libraries for postage costs associated with returning materials to another library.

Overdue notices and fines will be prepared by SHML and sent directly to the MichiCard borrower. The SHML shall notify the MichiCard cardholder's home library when the final overdue notice is sent. The home library that issued the MichiCard is expected to contact the borrower.

In all cases, the individual borrower is responsible for overdue materials, overdue fees and for lost materials.