REGISTERING NON-COAL VALLEY PATRONS

The Robert R. Jones Public Library District has agreed to allow Sherrard Public, Colona District, and Western District libraries to issue Robert R. Jones Public library cards to Coal Valley Area District Residents on behalf of the Robert R. Jones Public Library District. The following procedures must be used.

To issue a Robert R. Jones Public Library Card:

•   Determine if patron lives in the Robert R. Jones Public library district.

•   Search the library data base for a patron record.

•   Applicant must show 2 current forms of identification in their name; one ID with photo and one ID with signature. If one form shows all three, i.e. current Driver's License or State ID, then a second form showing name and address is required. Refer to list for acceptable forms of ID below.

•   Ask patron to complete library registration card. Writing must be legible. Patrons 13 or younger are juveniles. Parent or legal guardian must sign on the proper line. Please print parent name next to signature.

Be sure patron understands the Robert R. Jones Public Library is their home library and it will take up to one business day for their new card to be activated at the Robert R. Jones Public Library. If patron wishes to use their Robert R. Jones Public Library card at the Sherrard Public, Colona District, or Western District, follow that library's procedures for use.

•   Email a copy of the registration card to the Robert R. Jones Public Library at vblackmer@robertrjoneslibrary.org

•   Mail completed registration card to the Robert R. Jones Public Library, 900 1st Street, Coal Valley, IL 61240. Attn: Director