

Greater Clarks Hill Regional Libraries Alternate Library Card Policy

Library Card on hand held device

- Patrons may present their library barcode on a handheld device.
- If the barcode will not scan with the scanner, type in the 14 digit barcode.
(Please be careful and make sure you type in the numbers correctly)
- Staff is to verify the identity of the patron by asking for their name and birth date. If you need, you may ask for address and telephone, or ask for driver's license to verify identity.

PINES STATEMENT:

"Patrons are allowed to present a scannable electronic facsimile of the PINES card on a hand-held device. Staff must confirm the patron's identity by asking for a key piece of information from the patron record. Name, phone number, email address, street address, or date of birth would be acceptable. Note that if a library's barcode scanners cannot scan the card number from the hand-held device, library staff will type in the card number displayed on the hand-held device along with confirmation of the patron's identity. It is recommended that libraries using self-check machines require that the patron input their PIN."

Photocopied Library Card

- Patrons may present a photocopy of their library card at check out.
- Staff is to verify the patron's identity of the patron by asking for their name and date of birth. You may ask for telephone number and address or ask for the patron's driver's license to verify identity.