

Library Card Registration

Shorewood Public Library issues library cards for the Milwaukee County Federated Library System, to any eligible Milwaukee County Residents, and a select few special patron types.

Types of Library Cards

Milwaukee County Resident Card

Applicants 18 years of age and older must provide a valid, unexpired photo identification showing current Milwaukee County address. If current address differs from that on identification, applicants must provide additional address verification.

Applicants must provide a signature when they receive their library card to signify that they have read and agreed to the terms of use.

Children under 18 years of age may obtain a library card and must have a parent or legal guardian present to complete and sign the terms of use agreement. If the parent or legal guardian has their own active MCFLS library card which shows their current address, the library record suffices as address verification for the child's library card. If not, the parent or legal guardian must show photo identification with current address, and provide additional address verification if their address differs from that shown on their ID. Responsibility for children's use of the library and library materials rests with their parent or guardian. Milwaukee County resident cards are valid for two years and may be renewed as long as the card holder remains a Milwaukee County resident.

Additional Card Types

The Shorewood Public Library provides for several additional library card types to extend access to individuals or organizations who may not otherwise qualify for a Milwaukee County resident card:

- Shorewood business or institution card*
- Shorewood municipal card*
- Shorewood teacher card*
- Fee card*
- Intersystem borrower card

*These card types are restricted to borrowing materials owned by Shorewood Public Library only.

SHOREWOOD PUBLIC LIBRARY
LIBRARY CARD REGISTRATION POLICY

Shorewood Business or Institution Card

Shorewood businesses or institutions may obtain a library card for use at Shorewood Public Library. The business or institution must be located in Shorewood. The owner, Chief Executive Officer, principal, or director must present valid photo ID and proof of business/institution affiliation, and must sign the terms of use agreement at time of application. The business or institution may designate a custodian for the card other than the person listed above, such as a program officer or community liaison. The business or institution is financially responsible for all materials borrowed on the card, regardless of who uses the materials while checked out. The card is valid for one year and may be renewed as long as the business or institution remains in Shorewood.

Shorewood Municipal Card

Employees of the Village of Shorewood who do not reside in Milwaukee County may apply for a library card using valid photo ID and proof of employment with the Village. The card is valid for one year from time of application and can be renewed as long as the employee continues to work for the Village.

Shorewood Teacher Card

Teachers at Shorewood School District schools and St. Robert Catholic School who do not reside in Milwaukee County may apply for a card to be used to obtain library materials to supplement student learning in the classroom and for projects. Teachers must present a valid photo ID and valid school ID identifying them as a teacher in Shorewood. The teacher is financially responsible for all materials checked out on the card, regardless of who uses the materials while checked out. The card is valid for the school year in which it is created, and can be renewed the following school year with presentation of a valid school ID.

Fee Card

Non-residents may purchase a Fee Card if they do not live in a Milwaukee County Federated Library System member municipality and they do not qualify for the Intersystem Borrower card. The card may be used by the applicant and their immediate family members. The card is valid for one year and may be renewed, with payment of the annual fee.

Intersystem Borrower Card

People who reside in Wisconsin and hold a valid card for a Wisconsin library system which has a borrowing agreement with Milwaukee County Federated Library System, may be eligible to apply for a full use Milwaukee County Federated Library System card at Shorewood Public Library and may apply according to the guidelines for, and are afforded the same borrowing privileges as, Milwaukee County residents.

Approved by the Library Board June 2, 2003

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