

Out-of-County Card Policy

- Annual charge for card will be \$25. Purchased cards will carry the same privileges and responsibilities as cards issued to Monroe County residents.
- Card payment can be made by check, credit card, money order or cash. Credit card information can be submitted via the Out-of-County application. The MCLS Finance Office will process the payment.
- All fees collected for Out-of-County cards will be retained by MCLS to support system services. MCLS will bill libraries on a quarterly basis for card fees collected on site.
- Libraries may waive the fee for staff members.
- College students attending schools within Monroe County shall be eligible provided they have a Monroe County address.
- People who own property in Monroe County (and their immediate families) will be eligible for a free card – copy of paid tax bill must be submitted to prove property ownership.
- Libraries may issue a “restricted” free card to out-of-county borrowers, which limits access to the issuing library’s collection only. It cannot be used at any other library in the county. No person may have more than one restricted card. **(See Restricted Card Policy).**