



## Information About Your Library Card

- \* Please present your card each time you come to check out or use the computers.
- \* You are responsible for ALL items checked out on this card.
- \* Please give prompt notice of any change of address and phone number.
- \* **A drop box to return books is located in the parking lot behind the library. Please make sure the items go down in the box.**

## Checking Out Books

- \*You may checkout a total of 20 books.
- \*All books and CDs can be checked out for two weeks.
- \*You may check out 3 DVDs for 3 days.
- \* You may renew your check outs twice.
- \* If you need to renew your books, you may call the library at (254) 918-1240 and give us your name and the barcode(s) of the item(s) you wish to renew. You can leave a message if we are closed, or unable to answer the phone.
- \*Late fees for books and CDs are .25¢ a day.
- \*Late fees for DVDs are \$1.00 a day.

## Computers and Copies

- \*You must have a Stephenville Public Library card to use a computer.
- \* Children under 18 must have their parent/legal guardian sitting with them at the computer.
- \* Printouts and copies are .15¢ a page. Please be aware of the length of the document before printing, as many of the documents printed from the Internet can be quite lengthy.