



Youth Services
36 N. Center ST
Marshalltown, IA 50158
Tel - (641) 754-5738
Fax - (641) 754-5708
mtownlibrary@yahoo.com

Dear Parent(s):

Your child will be visiting the public library with his or her class on _____. This is a great time to get your child his or her own library card. If you would like us to set up a library card for your student simply fill in the information below and return it to your child's teacher. Library cards are free, and a great gift you can give your child.

If your child already had a card and lost it, it costs just \$1.00 to get a new one. When a child comes with a school class, we will look up the kids' names on our system (even if they forgot their library cards at home), and allow them to check out. Anyone who forgets a library card any other time, can simply show something else with his or her name on it, and we can look up the card that way.

If you prefer your child check out on your card, you must send that card with your child. We are unable to look up any names other than the child's own during their library visit.

The free check-out period for books is three weeks from the date of check-out. Please call the library at 754-5738 to renew if you need more time, or return the items in our inside or outside return box. There is a 20 cent per item per day charge for late items. If your child owes more than \$10.00 on his or her library card, it must be paid below \$10.00 before he or she can check out again. If you're not sure if your child has a library card, or want to check for any overdue fines, etc. feel free to call the library at 754-5738 and ask for Joa LaVille or Sandy Gowdy.

LIBRARY CARD APPLICATION for YOUTH

This form must be returned **to your child's teacher BEFORE** your library visit

Name of Child _____

Address _____

Phone: _____ Child's Birthdate (with year) _____

Parent's Signature: _____

Parent's Name Printed: _____