



More on Your Central Islip Public Library Card

Any resident, 18 years and older, of the Central Islip School District, is eligible for a library card. Any resident under 18 MUST have a parent or legal guardian present. In addition to borrowing library materials, your card allows you to download digital media, search hundreds of electronic databases, reserve a computer, and more.

- Proof of residency or property/business ownership is required.
- Proof of residency, including name and street address, is required from the following:
 - New York State Driver's License or Non-Driver's Photo ID

If you do not have the above proof of residency, we then require two (2) of the following:

- New York State automobile registration or insurance card
- Town of Islip Recreation Card
- Current NOTARIZED lease agreement on official letterhead
- Current homeowner's tax receipt
- Property Deed/Lease
- Most recent tax documents (W-2, 1040, etc.)
- Most recent Pay Stub (within past 3 months)
- Any piece of mail with envelope (utility bill, bank statement, letter), POSTMARKED WITHIN THE LAST THREE (3) MONTHS

***** (Please note that we do not accept proof of address through electronic means, i.e. Phone or picture) *****

- Library Cards are valid for up to three (3) years. Library staff has the right to determine validity of card and request further identification at time of use.
- Your first library card is free; however, there is a fee of \$1.50 for replacements.
- Please provide updated residency information if address or contact information has been changed.

***** (Please note that any updates to information on file and/or library card renewals will require proof of address.) *****

All personal information provided is kept confidential. Library cards must be present for all library transactions. Patron record information cannot be provided over the phone without both library card barcode and name.



Central Islip Public Library Loan Periods/ Fine Schedule

Please note that these limits do not account for interlibrary loans, which vary according to lending library rules

MATERIAL	LOAN PERIOD	LIMIT	EXTENDED USE	MAX FEE
<ul style="list-style-type: none"> • New Books- Print and Audio • Magazines 	21 days	-	\$0.05	\$5.00
<ul style="list-style-type: none"> • Print and Juvenile Audio Books • Graphic Novels 	21 days	-	\$0.05	\$5.00
<ul style="list-style-type: none"> • Non-Fiction Books Per Subject • Biographies on Person • Juvenile Book Series 	21 days	3	\$0.05 per item	\$5.00 per item
<ul style="list-style-type: none"> • Test/Exam Books 	21 days	2	\$0.05	\$5.00
<ul style="list-style-type: none"> • Adult Language/ CD Kits 	21 days	2	\$0.05	\$5.00
<ul style="list-style-type: none"> • Music CDs 	21 days	20	\$0.05	\$5.00
<ul style="list-style-type: none"> • Adult Audio books 	21 days	4	\$0.05	\$5.00
<ul style="list-style-type: none"> • Video Games/ Launchpads 	7 days		\$1.00	\$5.00
<ul style="list-style-type: none"> • DVDs/ Blu-Rays 	7 days	10 (Includes 3 New)	\$0.50	\$5.00
<ul style="list-style-type: none"> • New Entertainment DVDs and Blu-Ray 	7 days	3	\$0.50	\$10.00
<ul style="list-style-type: none"> • Hotspots 	21 days	1	\$5.00	\$50.00

LOCAL USE ONLY
New Video Games/ Launchpads
New DVDs/ Blu-Rays



Central Islip Public Library Policy for

Lost/Damaged Item(s) & Delinquency

Damaged Item(s)

- Please bring any noted damages to the attention of a Patron Services clerk at check out to prevent unwarranted fees. Patrons will be held responsible for any damages not previously noted in system at check-in.
- See table below for more details.

Lost Item(s)

- Patrons are responsible for any lost item(s) and will be charged a fee in accordance to the table below.

*****Please note that these limits do not account for interlibrary loans which vary according to lending library rules*****

Item(s)	Fee(s)	Condition
Library Card	\$1.50	Lost
DVD Case	\$2.00	Lost/Damaged
Audio-Book/CD	\$1.00	Lost/Damaged
Audio-Book Case / CD Case	\$0.50	Lost/Damaged
Other	Cost of Item(s)	Lost/Damaged

DELINQUENCY

- Delinquency is a block on patron library card privileges.
 - \$25 OR MORE IN FINES/FEES