

# KCLS Library Card Application

Please complete in English

County you live in:  King  Snohomish  Pierce  Other (specify) \_\_\_\_\_

Full Birth Date: \_\_\_\_\_  
Month Day Year

Name:

\_\_\_\_\_  
Last First Middle

Legal Name:  Same as Name

\_\_\_\_\_  
Last First Middle

Residential Address:

\_\_\_\_\_  
Street Apt #

\_\_\_\_\_  
City State Zip

Mailing Address:  Same as Residential Address

\_\_\_\_\_  
Street or PO Box Apt #

\_\_\_\_\_  
City State Zip

Primary Telephone Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Secondary Telephone Number (optional): \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

For **faster** library notifications, enter your email address here:

Your 4-digit PIN will be the last four digits of your phone number.  
If you want a different PIN, please tell the staff member.

Email address

List all your parent(s) or guardian(s) living at your address (if you are under age 18):

\_\_\_\_\_  
First Last

\_\_\_\_\_  
First Last

\_\_\_\_\_  
First Last

\_\_\_\_\_  
First Last

Would you like to receive information about KCLS events and programs?  Yes  No  
Would you like to receive information about the KCLS Foundation?  Yes  No

The following persons are authorized to pick up items on hold for me:  
(Only parent or guardian may submit this information for minors.)

\_\_\_\_\_

**Internet Access:** Your Internet access is automatically filtered; however, you may request a more restrictive level of filtering for yourself or your children which will block email, chat rooms and more Web sites based on keywords, etc. If you are age 17 or older, you may request unfiltered Internet access by showing valid photo identification, with birth date, to staff.

Reasonable accommodation for individuals with disabilities are available upon request, including modifications to policies, programs, appropriate equipment, and service provision. Contact your community library to request accommodation.



# King County Library System • Get Your Library Card

The Library Card Application form is available in English, Arabic, Chinese, French, Korean, Russian, Somali, Spanish, and Vietnamese.

**1** At a KCLS Library, ask for a Library Card Application form in your language or download a PDF online: [www.kcls.org/usingthelibrary/card](http://www.kcls.org/usingthelibrary/card)

**2** Fill out the form.

**3** Bring your completed form to your local KCLS library with:

Photo identification with birth date (one piece required for adults).

Acceptable examples are as follows and may be current or expired:

- Driver's License
- Passport
- Washington ID Card
- U.S. Military ID
- Matricula Consular (issued by Mexican government)

**AND** Address verification matching qualifying residential address and given name (one piece required for adults and minors).

Acceptable examples—chosen document must be current:

- Washington Driver's License
- Washington ID Card
- Printed Checks
- Utility Bill (printout of online bill acceptable)
- Apartment Lease
- Voter's Registration
- King County Tax Bill
- Other (Must be of a legal or permanent nature)

If residence address differs from mailing address, the residence address determines patron eligibility.

You may get a library card today without address verification, but you will be limited to checking out 5 items. If you do not bring address verification, the card will expire after 180 days.

**4** Receive your library card!

Please note, you are responsible for all materials borrowed with your card.

If your card is lost or stolen, report it to your local library.

Ask staff if you have questions about getting a library card or using the library.

Staff can also assist with the **Language Line** service to contact an over the phone interpreter.

If residence address differs from mailing address, the residence address determines patron eligibility.

Address verification shown?  Yes  No

Staff: \_\_\_\_\_



[kcls.org/ask](http://kcls.org/ask)

425.462.9600 or 1.800.462.9600

