

# Seward Community Library & Museum - Library Card Accounts

1. Do you have a library card anywhere in Alaska?
  2. How long will you be in Seward?
  3. Do you have a Seward mailing address?
  4. Can you provide proof of residency?
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## Regular Card

What do you need?

- Completed Registration
- Proof of Residency in Seward, Moose Pass, Cooper Landing or Hope
- Valid Mailing Address
- Valid Photo I.D.

## Regular Card Access

- ▶ 50 total items
- ▶ 3 Media Item Types at a time (i.e. BLR, BLR Set, CBLR, CD, CDVD, DVD, DVD Set, RB, etc.)
- ▶ Alaska Library Catalog access
- ▶ Alaska Digital Library access

## Temporary Card

What do you need?

- Completed Registration
- Proof of a Local Mailing Address
- Valid Permanent Mailing Address
- Valid Photo I.D.

## Temporary Card Access

- ▶ 3 total items
- ▶ 3 local holds
- ▶ Expires in 6 months
- ▶ Renewable

**\*Library card applications for children under 18 require a parent or guardian to be present.**

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## Local Mailing Address Details

- ▶ Most mail is delivered to a PO Box and rarely to a residence
- ▶ General Delivery is not an acceptable form of mailing address
- ▶ Work mailing address is not acceptable form of mailing address, *unless* a registration form is verified and signed by employer for a temporary card
- ▶ Proof of a change of address is required when mail has been returned.

## Proof of Residency (provide recent document with name and Seward address)

- Rent or lease agreement with signature of owner/landlord and tenant
- Deed or title to residential real property
- Mortgage bill
- Home utility or cellular bill
- Employment documents
- Insurance documents (medical, dental, home, vehicle, etc.)
- IRS tax return
- USPS Change of Address Confirmation
- Property tax bill or statement
- Bank or financial institutional record or statement
- Voter registration confirmation letter or card
- Letter from a shelter, nonprofit, faith based agency, employer or government agency attesting the applicant lives in Seward
- Alaska Certificate of Vehicle Titles or registration (within 30 days)
- Recent government mail
- Selective service card

## Valid Photo ID (provide one of the following)

- Driver's license
- Employee or contractor photo ID card issued by a local, state or US government agency
- Government photo identification card
- Local school photo ID card
- US military identification card
- US passport or Out-of-Country passport
- Alaska Tribal Card