



Dover Public Library Card Registration Policy

Free Library Cards

Residents of Dover

Residents of Dover may apply for a library card with either: {Photo ID (Driver's License) with current Dover address} OR {Photo ID (Driver's License) with non-Dover address AND proof of residency. Acceptable proof of residency includes:

- Recent pay stub
- Copy of signed lease/ mortgage papers
- Car registration
- Current utility bill
- Property tax receipt
- Digital copy of same shown on phone to staff

Employee of any Dover business

Any non-resident employee working in a Dover school or business is eligible for one free Dover Public Library card. The card owner may lend the card to his/her family members, but these family members do not qualify for their own personal card unless they go to school or also work in Dover. Digital services are not available to nonresident employee cardholders.

Acceptable proof of employee status includes:

- Recent pay stub featuring Dover business's address
- Letter on company letterhead indicating applicant is employed by the company.

Grades K-12 Dover school student

Also, any non-resident student attending a Dover school is eligible for a free card. Student cards are issued for an individual, school-age borrower who resides outside of Dover but attends a Dover school (e.g. St. Mary's, Portsmouth Christian Academy, St. Thomas Aquinas, Seacoast Charter School, or a private kindergarten).

Acceptable proof of enrollment in a Dover school includes:

- School ID, report card or bill for private schools.
- Letter on school stationary, signed by school principal, confirming enrollment

Note: All library cards will be renewed annually. Once a year, you will be required to provide proof, as above, of your continued eligibility for a Dover Public Library card. Resident Senior (62 or older) cards are valid for 3 years. Digital services are not available to nonresident student cardholders.

Paid Non-Resident Members

If you are not eligible for a free Dover Public Library card, you may pay an annual or semi-annual fee to purchase a **single** card. Forms verifying veteran status must be shown to receive 25% discount. The fees are as follows:

<i>Full Year Non-Resident Library Card</i>	<i>Adult</i>	<i>\$200</i>	<i>Senior</i>	<i>\$150</i>	<i>Veteran Adult</i>	<i>\$150</i>	<i>Veteran Senior</i>	<i>\$112.50</i>
<i>Half Year Non-Resident Library Card</i>	<i>Adult</i>	<i>\$120</i>	<i>Senior</i>	<i>\$90</i>	<i>Veteran Adult</i>	<i>\$90</i>	<i>Veteran Senior</i>	<i>\$67.50</i>

Senior cards must be in the name of someone aged 62 or older.

Adult Non-Resident cards may be used by family members, while Senior cards are limited to two people. Student cards are for student use only. A paid non-resident card entitles its holder access to all library materials, Inter Library Loan services, online databases, and all other library programs and services.