



Teacher Library Card Application

Educators, administrators, librarians, and childcare providers currently employed in a public and private school, licensed childcare facility, as well as homeschooling parents and guardians are eligible to apply for a Teacher Library Card. You may get this special card, which is **Local Use Only**, if you live in or work in Old Saybrook. This card is only valid at Acton Public Library and will be kept on file in the library.

There are no fines on this card. Replacement fees for lost and/or damaged books will be the responsibility of the card holder. This helps keep your personal library card separate from your work one. Please do not check out your personal items on this card. These cards are good for one (1) year and need to be renewed annually. Please provide us with the following information for identification as a teacher:

One of the following:

Paystub from School/daycare

Homeschool License

School Name Badge

and

One of the following:

Regular Acton Library Card

Driver's License, Connecticut State Photo ID, or Federal Photo ID

Utility Bill dated within last 30 days

Town Tax statement

Tax bill or receipt

Mail postmarked within last 30 days

Other documents accepted on a case by case basis

Name: _____

School Name: _____

Address 1 (School Address): _____

Address 2 (Home Address): _____

Phone 1 (School Phone): _____

Phone 2 (Home Phone): _____

Email 1 (Personal): _____

Personal library card barcode: _____

Teacher card barcode: _____

Staff Initials: _____ Date: _____