



## Information Services Staff

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## Year-Round Hours

Monday–Thursday: 9am–8pm

Friday: 10am–6pm

Saturday: 10am–3pm

Sunday: 1–5pm

# Chelsea District Library Library Card & Internet Access



## Application for Adults



**CHELSEA DISTRICT LIBRARY**  
221 South Main Street | Chelsea, MI | 48118  
(734) 475-8732 | [chelseadistrictlibrary.org](http://chelseadistrictlibrary.org)

# About Your Library Card

## Using Your Card

By receipt of a Chelsea District Library card you agree to comply with all library policies, pay fees, and to make good on any lost or damaged materials checked out with this card. There will be a fee to replace lost or damaged cards. Cards are renewed yearly and all fees must be paid at time of renewal.

You may "load" your library card with money to pay for printing at the AAM machine located on the 2nd floor. Library fees are separate and must be paid at the Check Out Desk or online. Library cards must be presented for check out services (cards loaded to mobile device apps will be accepted.)

If you send a friend or family member to pick up your materials, they must either have your library card OR be designated on your account to pick up your materials. If they don't bring your card, they will be asked for picture ID (over 18).

## Your PIN

When you sign up for a card your assigned PIN is the last 4 digits of your telephone number. Use this to access your account from our catalogs or our Internet computers. You may change your PIN online at any time.

## Ask Us About Our Special Services & Collections

Home Delivery Service  
Low Vision Equipment  
Large Print Books  
Lucky Day Items  
CDL Garage • Kindles  
WiFi Hotspots • eBooks  
Digital Magazines • Tech by Request  
Stories of Chelsea • Study Rooms

## Chelsea District Library Internet Use and Filtering

When using the library's public computers, please consider the following:

- Computer use is limited to 60 minutes if others are waiting.
- Altering computer settings or unplugging hardware is prohibited.
- Illegal use of the Internet will result in immediate revocation of Internet privileges at the library and notification of local authorities.
- Complete text of the *Chelsea District Library Internet and Computer Policy* is available upon request.

The Internet can be accessed in the library via our public computers with a valid library card or by requesting a guest pass; or through personal devices using our wireless network or data ports. All patrons are required to read, understand and agree to our Internet Access and Public Computing Use policy online before Internet access is granted.

Chelsea District Library's public computers use a filtering system, which provides filtered Internet for anyone under 18 and all users of computers in our Teen and Youth areas. Adults have full, unfiltered access to the Internet.

Filtering products are imperfect. Filters are no guarantee that objectionable materials will not be viewed. Filters attempting to block material of a specific content may also block benign sites that users seek to access.

Access through personal devices will be unsecured, unencrypted and unfiltered.

## Fine-Free Lending

CDL does not charge overdue fines for materials that are returned late. However, items will still be marked lost on your account 21 days after the due date. Lost or damaged materials will still require a replacement fee. Those with lost or damaged fees will be blocked from checking out items until items are either returned or the charges are paid.

Please keep this informational portion for your records.

# Adult Patron Agreement

Full Legal Name \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Address \_\_\_\_\_

City & Zipcode \_\_\_\_\_

Township \_\_\_\_\_

Drivers License # \_\_\_\_\_

Phone # \_\_\_\_\_

Email \_\_\_\_\_

Do you wish to receive text message notifications? Y N  
If yes, provide cell phone carrier \_\_\_\_\_

Would you like to receive our eNewsletter? Y N

I have read and understand the Chelsea District Library's rules on Acceptable Use of the Internet and Library Card.

I agree to comply with all rules and regulations. I understand that noncompliance will result in the revocation of Internet privileges.

I will promptly report theft of this card to library staff.

**I will not share my library card or PIN with others.**

Picture ID and proof of residency is required for renewal of card; a current Michigan drivers license will provide both.

Signature \_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Patron Card# \_\_\_\_\_

Staff initials \_\_\_\_\_

TLN Transfer from \_\_\_\_\_

TEACHER HD HS CSD SAS Guest

Business Military

Purchased By \_\_\_\_\_

# Months: \_\_\_\_\_