

MEMBERSHIP POLICY

Portage la Prairie Regional Library is a regional library established in 2004 by the City of Portage la Prairie and the RM of Portage la Prairie. The library is funded primarily by grants from the City, RM and Province of Manitoba. The staff and Board encourage all residents and non-residents to become members of the library.

1. Membership Application Requirements

- a. All applicants must produce two pieces of identification, with the individual's current name and address.
- b. Every adult must sign his/her own library card.
- c. Those under the age of 18 must have his/her membership card signed by a parent or guardian.
- d. Those under the age of 18 living on his/her own can sign a membership card.

2. Resident Membership

Anyone residing within the City and RM of Portage la Prairie will be considered a resident member. Non-residents owning or renting property within the City and the RM will also be given resident membership status.

- a. There will be no charge for applicants meeting these requirements.
- b. Resident memberships will be valid for three years from date of issue.

3. Non-resident Membership

Applicants not meeting the requirements of a resident membership will be considered a non-resident member.

- a. Non-residents will be charged a membership fee.
- b. A membership will be valid for one year from date of issuance.
- c. A single membership upgraded to a family will have the expiry date of the family membership.
- f. Non-Resident fees will be:

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|--------|---------|
| Single | \$20.00 |
| Family | \$45.00 |

4. **Temporary Membership**

For those living within the City and RM of Portage la Prairie on a short-term basis, a temporary membership is available.

- a. The membership will expire after a term of three months.
- b. A \$15 deposit will be required of which \$10 will be refunded at the termination of membership providing all items have been returned and there are no outstanding fines or charges for lost/damaged items.

5. **Block Memberships**

Block memberships enable organizations and teachers to borrow larger quantities of materials than an individual member.

- a. Organizational memberships are valid for one year from date of issuance.
- b. School/teacher memberships are valid for the school year - September 1st to June 30th.
- c. A membership card must be signed by the borrowing teacher or the person in authority (or designate) for an organization.
- d. Organizations/teachers outside of the member municipalities will be charged a block non-resident membership fee of \$60.