



## Application for Morley Library Educator Card

Last Name	First Name	Middle Initial	Date of Birth
Street Address			
City	State		Zip Code
Phone Number	Email Address	School Name	

**Educator Status (please circle):**

Public    Private    Parochial    Charter    Homeschool    Licensed Child Care Center    Student Teacher

**Lost Item Notifications (please circle preference):**

Email    Paper

**Hold, Overdue, & Courtesy Notifications (please circle):**

Text    Phone    Phone-Lite    Email

**Advantages of Educator Card:**

- Morley library materials will be checked out for 9 weeks with no renewals.
- No item limits (video games, framed art, and wi-fi hotspots are excluded from checkout).
- No overdue fines are assessed for materials owned by Morley Library.
- Personal Morley Library card and educator card accounts are separate.

**Your Responsibilities:**

- The educator card holder is responsible for any lost or damaged fees.
- Report lost/stolen cards immediately to avoid being held responsible for materials checked out by a 3<sup>rd</sup> party.
- 1 Morley educator card per educator.
- **Materials borrowed from other Clevnet libraries are subject to the lending policies of the owning libraries.**

**Acceptable forms of ID for Educator Card:** Current school/employee ID badge, pay stub from current school employment, teaching certificate/degree, current home education acknowledgment letter, day care center certification or a state issued photo ID with current address if during a class visit (requires approval by a manager).

Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR LIBRARY USE ONLY**

**Identification Provided:**

Current employee ID/School Badge \_\_\_\_\_ Paystub \_\_\_\_\_ Teaching Certificate/Degree \_\_\_\_\_ Student Teacher ID \_\_\_\_\_  
Acknowledgement for Home Educator \_\_\_\_\_ Certification of Day Care Provider \_\_\_\_\_ Manager Approval with Class Visit \_\_\_\_\_  
Educator Card Number: \_\_\_\_\_ Staff initials: \_\_\_\_\_ Date \_\_\_\_\_