

DHCLS Board of Trustees – December 8, 2021
Item II.b – Temporary (Guest) Computer Passes

Temporary passes are \$1 each, regardless of whether or not a patron is a library cardholder.

Temporary passes are intended for adults only, those who are at least 19 years of age.

Library staff will not sell temporary passes directly to minors. However, a parent or guardian can purchase one on behalf of their child, which shall imply that the parent consents to provide access for their child.

If a library cardholder needs computer access and does not have their library card present, staff will use the patron's photo ID to look up their account to ensure that their account is not blocked (i.e., has fines exceeding \$20).

If the patron's account is in good standing, then the cardholder may be issued a free temporary pass up to three times. On the fourth and subsequent times, the patron must purchase a guest pass for \$1.

If the patron's account has fines in excess of \$20, the patron must pay down their fines to below \$20, and then the patron will be eligible to purchase a guest pass for \$1.