

# Q Card Application



Membership Type:

Individual

Household (2 people/same address)

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

Pronouns \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

For household membership:

2nd Name \_\_\_\_\_

Pronouns \_\_\_\_\_

2nd Phone ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ 2nd Email \_\_\_\_\_

As a Q Cardholder of the Quatrefoil Library, I agree that I am responsible for the return of all borrowed materials when due and I agree to pay promptly any replacement costs for damaged, or lost material.

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Check here if you **do not** wish to receive any mail from the library (newsletters, membership card, event notices).

Membership information is held confidentially; not shared with any other group. If you have checked the box above, your membership card will not be mailed to you. You may pick it up at the library. **However**, even if you check the above box, we retain the right to mail you notices of overdue material.

*Quatrefoil Library is a 501(c)(3) nonprofit organization.  
Donations are tax-deductible.*

**For Library Use Only:**

Date Received: \_\_\_\_\_ Volunteer initials \_\_\_\_\_

Library World

Membership Number 1 \_\_\_\_\_

OverDrive

Membership Number 2 \_\_\_\_\_

SalesForce

Date Processed \_\_\_\_\_

www.qlibrary.org — view catalog / donate / subscribe to Q newsletter

Turn this page over and read the Terms of Service, sign and date

# Quatrefoil Memberships

## Terms of Service

Thank you for becoming a member of Quatrefoil, an all-volunteer nonprofit library and community center and one of the largest and oldest LGBTQ+ libraries in the United States. Quatrefoil does not share your information with outside organizations.

Permanent library cards are issued free to anyone wishing to check out books and DVDs from Quatrefoil. Quatrefoil Library appreciates any voluntary donations to offset the cost of printing and mailing Q Cards.

### **Quatrefoil has the following expectations of its cardholders:**

To get a free Quatrefoil library card, you must fill out a short application in person or online. Permanent cards will be mailed to the address provided on the application. Lost cards may be replaced for a \$5 fee.

An individual with a Q Card may check out up to five books for four weeks, and up to five DVDs for two weeks. A donation of \$2 is asked for each DVD borrowed. There is no charge for borrowing books. Digital materials are also free.

Borrowers should return materials by their due dates, so that they are available to others. Borrowers with overdue materials may receive a courtesy reminder by email or in the mail. A book drop on the north side of the building allows people to return books and DVDs at any time, even if the library is closed.

Books and DVDs may be renewed in person, by email ([info@qlibrary.org](mailto:info@qlibrary.org)) or by phone during hours when the library is open. Audiobooks and e-books may be renewed in the Libby app only. No overdue fines are charged, but we ask that you return overdue materials before checking out new ones. If an item is permanently lost, we ask you to pay a replacement fee, or to provide the library with a replacement copy. If an item is more than six months overdue, it will be declared lost, a replacement fee will be charged, and checkout privileges will be suspended until the item is replaced.

Library cardholders will receive occasional mailings or emails. These may be reminders of our regular used book sales, event notifications or requests to support the library's ongoing operations and programs.

My signature below indicates that I have read and agree to the terms of service detailed above and that I am responsible for the return of materials I borrow.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_