



# North Smithfield Public Library

## Frequently Asked Questions

### **How do I get a library card?**

To obtain a library card, you will need identification with photo ID or an item that shows current mailing address, i.e. utility bill.

Students ages 14-17 without a parent/guardian may show proof of enrollment in a RI school instead of a photo ID . If the school documents provided do not show the student's address, proof of residency must also be provided.

### **Can I get a library card if I live outside of Rhode Island?**

Yes, there are two options for out-of-state residents. You may obtain a Local Use Only card which costs \$35 per year and allows the card holder to check out materials owned by North Smithfield Public Library only. Or you may opt to purchase the Ocean State Libraries card giving you full access to all the members of the Ocean State Libraries network, at a cost of \$125 per year. Both options are available to out-of-state residents living in a town/city with a certified library.

**Where do I return the items I checked out from the library?** We have a book/DVD drop right inside the library and also an outdoor book/DVD drop that may be used anytime. We also accept returns that belong to other RI libraries, unless an item is stated otherwise.

### **How long may I check out library items? How do I renew items? What are your rates for late fees/damaged items?**

All of the answers to these questions can be found by clicking onto our [Circulation Policy](#).

### **How do I use the computers at the library and what are your printing charges?**

Computers are accessible by signing in at the Circulation Desk. They do not require reservation and are available on a first come basis.

We do not have a time limit unless there are other patrons waiting. We have Wi Fi, so you may also bring your laptops and mobile devices to use in the library. Printing is only available from computers at this time. The cost is as follows: b&w, \$.20 per page, color \$.25 per page.



# North Smithfield Public Library

## **What other Technology Services does the library offer?**

**Printing:** Our copier/printer allows for black & white copies at \$.20 per page and color copies at \$.25 per page.

**Faxing:** Faxing is available during open hours at \$1.00 for first page, \$.50 for each additional page. International faxing is not available. Due to privacy concerns the Library cannot accept incoming faxes for patrons.

**Scanner:** We offer scanning as a free service.

## **Do you have a Notary Public available?**

Yes, we have a Notary on staff, please call ahead for availability. Please note that when we provide notary services we cannot serve as an additional witness. Anyone who needs documents notarized and require additional witnesses must come with their own witnesses who can present a valid photo ID at the time of signing the documents. There is no fee for this service.