

School Library Card Procedure



The superintendent, principal, or other authorized official should fill out a School Card application and be present when applying for a card.

Please bring:

- A printed copy of the completed application
- School ID
- Private K-12 school may show business card or letterhead, tax exempt letter, St. Charles County property tax bill for a business, 501(C) (3) listing as applicable

Scroll down for School Library Card application

School Library Card Application

Please print when filling out this form.

School

First Name

Name of School

01/01/01

Birthdate (mm/dd/yyyy)

Street Address of School

City

Zip Code

Email Address

() -

Phone 1

() -

Phone 2

Authorized User(s)



St. Charles City-County
Library

a kaleidoscope of discovery

Staff Use Only

eReceipt Option (circle one)

email text both none

Notification Options (circle one)

email mail text

phone 1 phone 2

Additional Text (circle one)

Yes No

Text Messaging Phone (circle one)

phone 1 phone 2

Wireless Carrier

Barcode Number

School (K-12)

Patron Type (check list)

Registration Branch

Date Entered