

Service Eligibility

The basic services of the Library are available at no charge to residents of the service area (this includes residents of Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, Oak Bay, Saanich, Victoria and View Royal) and to those contributing to the tax base. These categories include:

INDIVIDUAL

Property Owners: Library users who reside outside the service area but own personal or business property (and therefore pay taxes) inside the service area.

Business Property Renters: Library users who reside outside the service area but rent premises for a business within the service area. This includes shareholders in a business that is renting property.

First Nations: First Nations people and other residents living on reserve lands, within the Library service area, are eligible for full service at no charge:

- Songhees
- Tsartlip
- Tsawout
- Esquimalt
- Beecher Bay

User in Transition: Persons with identification but no known or permanent address are eligible for limited borrowing privileges and Internet access.

Visitors: The Library welcomes the use of the Library by visitors who live outside the Capital Regional District. For a fee, visitors may obtain a card with full service. People staying in the service area longer than six months are eligible for service as residents.

The Library Board reviews the Visitor charge annually to ensure that it is consistent with the costs of library service to resident tax payers.

Visitor Internet Access: Visitors to the area who wish to use the Internet may obtain free of charge a VIP (Visitors Internet Privilege) card to allow access to the Internet.

BC OneCard: BC residents providing personal and residential identification and a library card from a participating library are eligible for limited borrowing and Internet access.

Non-Residents: The services of the Library are available for a fee to anyone living outside the Library service area. An annual charge is levied for a library card in order to recoup the costs of the services, which are paid for primarily by the ten participating municipalities. All other

charges that apply to resident users are the same.

The Library Board reviews the non-resident membership charge annually to ensure that it is consistent with the costs of library service to resident taxpayers. Residential taxation is based on a per household levy, independent of the number of family members in the household. Similarly the membership charge is a per household fee.

With the payment of the per household fee, library cards will be issued to any immediate family members living at the same address. Tenants at the same address are not included as immediate family.

Non-Resident Children: A youth residing outside of the Library service area but attending school (K-12) within the Library service area may be issued a library card without paying the visitor/non-resident fee.

INSTITUTIONAL

Corporate: A corporate card is available to any business, government agency, school, community organization, group home, and daycare or pre-school located within the service area. It is intended for use by employees who require material for their work. Responsibility for any item(s) borrowed rests with the institution and the person who signs for the card, rather than with the person actually borrowing the item(s). All library regulations regarding the loan periods, overdues, etc. are applicable. Organizations outside of the service area must pay the current non-resident fee. Cards are renewed annually.

Approved by the Greater Victoria Public Library Board:	January 26, 2016
Reviewed by the Planning & Policy Committee:	January 12, 2016