

Loan Periods

Two Weeks: Audio books & books in print

One Week: Magazines & books in demand.

Three Days: Movies: \$1 rental fee.

One Day: New movies: \$1 rental fee.

Renewals

Most materials may be renewed one time in person, calling during regular library hours, emailing the Circulation Desk or online by "My Account". Movies may not be renewed.

Courtesy Renewals: As a convenience, active checkouts of eligible items are automatically renewed on the item's due date *except* in cases where SDL's renewal limit will be exceeded, items on reserve or the patron's library card expires prior to the renewal due date. **Not eligible:** new items, magazines, movies and interlibrary loans.

After Hour Returns

A book return box is provided next to the entrance. Please, make sure items drop down inside. Thank you!

Extended Borrowing Fees

Patrons should make a habit of returning items on or before the due date because it's the responsible thing to do. A fee is charged if a patron chooses to keep a material past its due date. Audio books, books and magazines are charged 10¢ per day per item. Movies are charged \$1 per day per item. Materials returned to the drop box after the library is closed on the due date are considered to be overdue. Fines will not accrue on days the library is closed. **All items, except movies, are granted a one day grace period.**

Suspended Privileges

Patrons with items overdue by 30 days will be billed for the full replacement cost, plus a \$5 processing fee. Persons who have late charges or fees in excess of \$5 will have borrowing and computer use privileges suspended until full payment is made.

Sanilac District Library

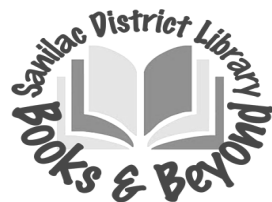
Card Benefits

Patrons with clean borrowing records who live in SDL's service area: the CPS School District, Sanilac Township and portions of Forester Township, have the following benefits:

- Borrow materials from SDL's collection of over 40,000 items.
- Use public access computers and WiFi.
- Access "My Account" online from home, work or school by entering your 14 digit library card number and a PIN.
 - Review a list and the due dates of items you have borrowed
 - Renew most items one time
 - Reserve materials
 - Create book lists and reading logs.
 - Set up to receive system generated emails listing items borrowed and due dates.
- Download OverDrive audio books, eBooks & eMagazines.
- MelCat: borrow materials not owned by SDL from other MI libraries.
- Borrow books from other participating MelCat Visiting Patron Service libraries in person with your SDL card & picture ID.
- MAP: Michigan Activity Pass. Get free or discounted tickets to cultural institutions, recreation areas and tourist attractions.

MelCat Visiting Patron Service

Michigan residents whose home library participates in Visiting Patron Service may borrow items from SDL using their home library card plus a valid picture ID. Participating libraries serving Sanilac County residents: Brown City Public Library, Aitkin Memorial Library in Croswell, Deckerville Public Library, Harbor Beach Area District Library and Moore Public Library in Lexington.



Sanilac District Library

7130 Main Street

PO Box 525

Port Sanilac, MI 49469

810.622.8623

Hours

Monday: 11-5

Tuesday: 11-5

Wednesday: 11-7

Thursday: 11-5

Friday: 11-5

Saturday: 11-2

Renew materials by:

- Calling 622-8623 during open hours
- Emailing the Circulation Desk
- My Account in SDL's online catalog

Circulation Desk Email:

sdlcircdesk@yahoo.com

Director's Email:

sanilacdistrictlibrary@yahoo.com

Visit SDL's website:

sanilacdistrictlibrary.lib.mi.us

Library Cards

Residents and property owners of SDL's Legal Service Area: CPS School District, Sanilac Township and portions of Forester Township, are eligible for a library card upon proof of residency and/or property ownership *plus* picture identification.

Library Card Application

As Easy As 1, 2, 3

1. Fill out an application card with name, address & phone number. *Signature of parent is required for a minor child.*
2. Picture ID: Driver's license / MI ID Card.
3. Proof of current address.

Your Library Card

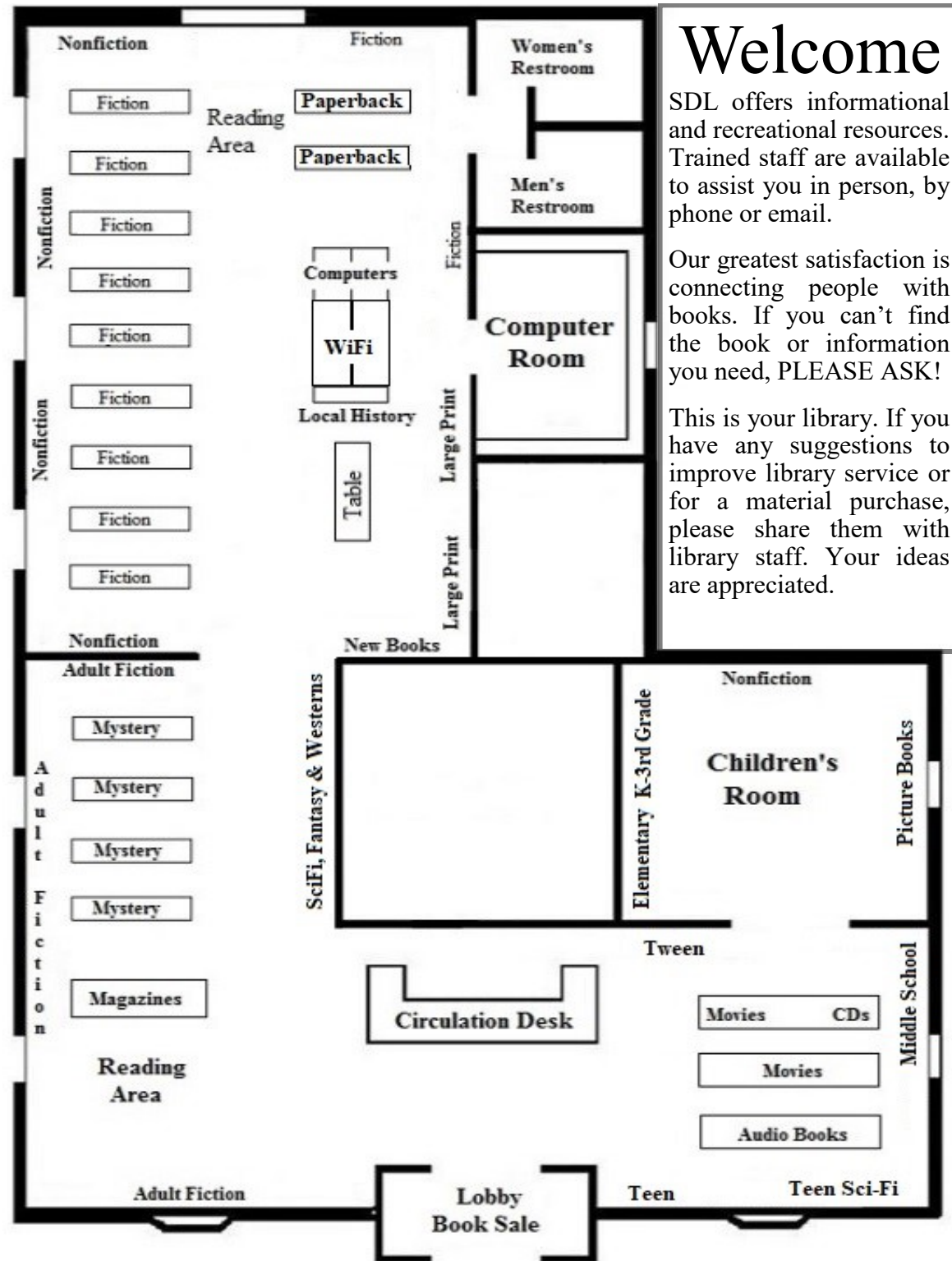
Your library card or driver's license is required to check out materials to ensure accuracy. No one else may use your library card. Your library record is confidential.

New Patron Status

New patrons are limited to borrowing two items at a time during a three month period to establish a borrowing record. After the initial new patron status, residents of SDL's legal service area may borrow an unlimited number of materials as long as a "clean" record is kept.

Out Of District

Persons who reside outside of SDL's legal service area and whose home library does not participate in MelCat Visiting Patron may apply for a library card without paying a non-resident fee. Picture ID and proof of current address are required. Out of district patrons are limited to borrowing two materials at a time. Nonresident patrons with materials overdue by one month will lose their borrowing privileges and their library card will be revoked.



Welcome

SDL offers informational and recreational resources. Trained staff are available to assist you in person, by phone or email.

Our greatest satisfaction is connecting people with books. If you can't find the book or information you need, PLEASE ASK!

This is your library. If you have any suggestions to improve library service or for a material purchase, please share them with library staff. Your ideas are appreciated.

Services

- Assistance from trained staff
- Book Talk Newsletter
- Copy Machine (Fee)
- FAX (Fee: \$1 per page)
- Inter-Library Loan
- MeL: MI Electronic Library
- MeLCat
- Michigan Activity Pass
- Readers Advisory

Technology

- Book Talk Newsletter Online
- High Speed Internet Access
- Microsoft Office Software
- Public Access Computers
- WiFi

Virtual Services 24/7/365

- DigitalTotes: Online Genealogy & Local History Documents
- MeLCat Statewide Database
- MeL: Michigan Electronic Library
- OverDrive:
 - Audio books
 - eBooks
 - e-Magazines
- Remote access to 'My Account'
- SDL's Online Catalog
- SDL Website



AV Materials

- Audio Books
- Movies

Print Materials

- Books for all ages
- Large Print
- Nonfiction & Reference
- Magazines
- Newspapers

Programs

- Annual Library Art Exhibit in April
- Book Club
- Early Childhood Programs
 - Toddler Time: 2 to 4 year olds
 - Wiggles: NB to 24 months
- March Is Reading Month
- National Library Week
- Showcase Of The Month
- Summer Reading Program for all ages
- Summer STEAM Club for elementary school aged students
- Various programs throughout the year

CPS Branches

- SDL manages the CPS Elementary and High School Libraries for students and teachers.

SDL Memberships

- American Library Association
- Collaborative Library Summer Program
- MeL: MI Electronic Library
- MeLCat: MI Statewide Catalog
- MeLCat Visiting Patron
- Michigan Library Association
- Midwest Collaborative for Library Services
- Port Sanilac Area Business Association
- Sanilac County Libraries
- White Pine Library Cooperative