



EDUCATOR CARD APPLICATION

Guidelines for the Educator Card

- The purpose of the Educator Card is to provide access to items for educators & homeschool families with a school or personal residence within the city limits of Des Moines and Rural Polk County.
- A maximum of 50 items are checked out for 6 weeks at a time with no option to renew. No late fees will be assessed, but lost fees still apply if items are not returned within 40 days of the due date.
- DVDs and digital materials may not be checked out on this card.
- Cards must be made for an individual educator or caregiver, not an institution.
- Educator cards may not be used to check out any items aside from those intended for use in the classroom or for student education.

The person who signs this application form agrees to the terms of the Educator Card program above and will take full financial responsibility for any lost library materials loaned to them through the Des Moines Public Library on this program. Please notify the library promptly of any change in ownership management or personnel, which may affect the use and/or return of library materials.

Name of Cardholder: _____ **Birth Date:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Primary Phone: _____ **Phone #2:** _____

Email: _____

Name of School / Organization: _____

School / Organization Address: _____

City: _____ **State:** _____ **Zip:** _____

Signature: _____ **Date:** _____

Create a 4-Digit PIN _ _ _ _