
Board Policy



Borrowing Privileges

Policy Statement

The Pierce County Library System (the “Library”) provides access to digital and physical materials for use by the public. To be good stewards of public resources, the Library limits access to such items to individuals and organizations who are eligible as defined by this policy.

Purpose

This policy defines eligibility for a Library account and borrowing privileges.

Policy

Free Library accounts are available to those who meet the following eligibility requirements and verify their identity and address:

- Individuals who live or own property in unincorporated Pierce County, annexed cities or towns, or cities and towns served by the Library pursuant to contractual agreements with the Library (the “Library’s Service Area”).
- Individuals who live on tribal land, in national parks, or are active-duty military personnel and dependents living on a military installation within unincorporated Pierce County
- Individuals who live in or own property in the service area of another library with which the Library has a reciprocal borrowing agreement.
- Individuals residing temporarily within the Library’s service area.
- Institutions, agencies, businesses, and organizations that are located in, or own property in, the Library’s Service Area or are a Pierce County government agency located in Tacoma.

Limited borrowing privileges are available to those unable to provide identity or address verification. Limits may apply to the number of items checked out.

Related Policies/Procedures

Confidentiality of Library Records and Patron Files

Adopted by the Board of Trustees of the Pierce County Library System on November 13, 2024, to be effective January 1, 2025.

By the enactment of this policy the Board of Trustees of Pierce County Library System is concurrently rescinding any prior policy or procedure within PCLS that is either in conflict with or expansive of the matters addressed in this policy.