

## Library Programs

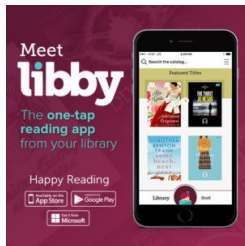
The library offers a variety of cultural and educational programs for children, teens and adults. Programming information is listed in the library's monthly newsletter, and on the library's website and Facebook page.

## Library at Home

Library at Home is a free service of the Azle Memorial Library to provide books, DVDs and audiobooks to those who are home-bound. For more information, ask to speak to the Library at Home Coordinator.

## Digital Resources

The Library offers a variety of digital resources (listed below) that are FREE to use. See our *Digital Resources* brochure or visit our website and click on the *Digital Resources* section for more details.



**SCHOLASTIC**  
**Teachables**

Printables, Lessons, Mini-Books, and More!

## Library Mission Statement

The mission of the Azle Memorial Library is to enhance the Azle community and the surrounding counties by facilitating knowledge, providing cultural exploration, and enriching the overall quality of life for all members of the public.



## Stay Connected!

Look for our monthly newsletter and follow us on social media for the latest library news, program announcements, reading suggestions, and more!



(Brochure last revised 7/16/2021)

# Azle Memorial Library Policies & Information



## Hours:

Monday: 10AM–6PM  
Tuesday: 10AM–8PM  
Wednesday: 10AM–6PM  
Thursday: 10AM–8PM  
Friday: 12PM–6PM  
Saturday: 10AM–4PM  
Sunday: Closed

333 W. Main Street  
Azle, TX 76020

[www.azlelibrary.org](http://www.azlelibrary.org)

817-752-2682

[library@cityofazle.org](mailto:library@cityofazle.org)

Catalog: [catalog.mypcla.com](http://catalog.mypcla.com)

## Library Cards:

Library cards are available free of charge. To apply, adults (18+) must present a Texas Drivers license/ID and proof of address. Minors ages five (5) to seventeen (17) must have a parent or legal guardian present to apply for a card. The parent or legal guardian must also have a library card. **A valid library card or photo ID is required for all checkouts.**

## Parker County Library Association:

Five area public libraries (Azle, Weatherford, Springtown, East Parker County, and Mineral Wells) are working together to share materials to better serve you. You may request items from other PCLA libraries be sent to Azle for you to check out. Your library card will work at any PCLA library, and you may return items to any PCLA library. Please note that policies may vary from library to library.

## Checkout Limits:

*New cardholders will be limited to two items on their first checkout.*

Books / Audiobooks.....no limit  
DVD / Blu-ray.....10 per adult card  
Kits/Binge Boxes.....1 per adult card

## Check-out Period:

All Items.....2 weeks

## Online Catalog & Patron Account:

To browse the online catalog or log in to your patron account, visit [www.mypcla.com](http://www.mypcla.com).

**Barcode** = Number on your card

**Password** = Last 4 digits of your phone number

## Renewals

Books, audiobooks, DVDs and Blu-rays may be renewed up to 3 times as long as the item is not on hold for someone else. Kits and Binge Boxes cannot be renewed. Your eligible items will be renewed automatically for an additional two weeks approximately 2 days before they are due. Cardholders with text or email notifications will receive a courtesy notice regarding renewals and due dates, however it is the responsibility of the cardholder to confirm this information and return items on time.

## Placing Holds:

If an item you want is checked out, you may place a hold on the item through the online catalog, calling the library, or inquiring at the Information Desk. When the item is available to you, the library will notify you, then place the item on the hold shelf for 3 days.

## Fine Rates (per item):

Books/Audiobooks.....\$0.10/day  
DVDs/Blu-rays.....\$0.10/day  
Kits/Binge Boxes.....\$1.00/day

If an account owes \$5 or more, the cardholder and any associated family members will be blocked from checking out, renewing, or using library computers. The balance must be paid in full to reinstate library services.

If an item checked out to you is damaged or is not returned, you may be charged a damage or replacement fee. A \$3.00 processing fee will be charged per item that requires replacement. Please report all damaged or lost items to a library staff member as soon as possible.

## Interlibrary Loan

If the PCLA libraries do not have an item you are looking for, it may be possible to borrow the item from another library. It may take 2-4 weeks for the item to arrive. A charge of \$3.00 is made per item to help cover the cost of shipping. Interlibrary Loan request forms can be found at the Information Desk.

## Computers and Internet Access

The library offers computers with Internet access, word processing software, and other general programs, available free of charge. Users are required to sign in to the computers with their library barcode and password. Guest passes are available at the Information Desk.

*Wireless Internet (Wi-Fi) access is available throughout the Library building.*

*Wi-Fi: AzleLibrary*

## Print, Photocopy & Fax Machines:

Patrons may print, photocopy, send and receive faxes in the Library. The prices are as follows:

BW Print.....\$0.25/page  
BW Photocopy.....\$0.15/page  
Color Print/Photocopy.....\$0.50/page  
Send Fax.....\$1.00/page  
Receive Fax.....\$0.50/page  
Laminating.....\$1.00/foot

*\* Please note: Patron computer access, faxing services and the issuance of new cards all cease 10 minutes prior to closing. \**