



SATELLITE COLLECTION

Child Care Card Registration Form

- With a Satellite Collection Child Care Card, you may borrow all materials HCLS lends, except fiction DVDs and Nooks.
- You may borrow 50 items per visit.
- You may borrow materials for six weeks (42 days).
- You may renew materials once, if they are not reserved for someone else.
- A Satellite Collection Child Care Card is not exempt from reserve fees, fines, replacement costs, and processing fees for lost materials.
- This card is subject to all other Howard County Library System borrowing policies.

Organization _____

Address _____

Director's name _____
Last *First*

Phone _____ Fax _____

Email _____

Branch (*indicate first, second and third choices*)

___ Central ___ East Columbia ___ Elkridge ___ Glenwood ___ Miller ___ Savage

Primary contact _____

Phone _____ Email _____

Secondary contact _____

Phone _____ Email _____

Library PIN (Personal Identification Number)

PINs are necessary to access your account information electronically. The last four digits of your phone number are your PIN.

Signature constitutes acceptance of Howard County Library System regulations. Satellite Collection Child Care Cards must be renewed yearly.

Director's signature _____ Date _____

Primary contact's signature _____ Date _____

Staff use only: Forward completed application to Susan Morris at ADM. Fax number: 410.313.7742.

SATELLITE COLLECTION

Child Care Materials Selection Sheet

Please send/fax this form to your HCLS representative at least ten days prior to the pickup date.

Date of request _____ Date of pickup _____

FROM:

Organization _____

Contact _____

Phone _____ Fax _____

TO:

Branch _____

Contact _____

Phone _____ Fax _____

TYPES OF MATERIALS

____ Easy books (picture books)

____ Easy reader books (for beginners)

____ Children's magazines

____ CDs

____ Toys

____ Audiobooks

____ Children's foreign language books

____ Arts and crafts books

____ Preschool curriculum books

THEME OR SUBJECT AREA REQUESTS (limit of five titles on seasonal items)

Please designate whether you are requesting fiction (F) or nonfiction (NF) realistic materials.

SPECIFIC TITLES / AUTHORS

If specific titles are unavailable, would you like substitutions?

Requested pickup date _____

Total number of books requested _____

Age range of children _____