

## Trenton Free Public Library EnvisionWare Policy

Computer and Internet access is granted to all Trenton Public Library patrons with Library cards in good standing. Anyone who lives, goes to school, owns property or works in the City of Trenton is eligible for a free public library card. A card is considered valid if there is less than \$5.00 in fines/penalties owed on the card.

Temporary cards will be issued to visitors to Trenton Public Library. Patrons who are eligible for a regular library card may be issued a temporary card once. Temporary cards may not be used instead of a regular library card. All patrons wishing to use a computer must sign in with their TPL card or Temporary Card at the EnvisionWare PC Reservation system station or through a library staff member.

Patrons must enter their own library card number only. Library cards are not transferable. Violations will result in suspension from Internet access for 30 days.

Patrons may use the computers for 3 hours daily throughout the system. Patrons using temporary cards have computer access for a total of 2 hours.

Black and white printing is available at \$.20/page.

Patrons will preview and pay for their print job at the print release station and collect their prints from the printer.