Welcome!

1 Getting or Renewing a Library Card
2 Check Out Materials & Find Answers to Your Questions
   (includes information about overdue charges & other fees)
3 Guidelines for Public Internet Access
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Visit leelibrary.net & use your library card to:
- Renew items
- Download e-books
- Download audio books
- Check your library account
- Download music via Freegal
- Access library subscription e-sources

Telephone Reference
(239) 479-INFO / (239) 479-4636

Getting or Renewing a Library Card

Library cards are free to Lee County residents, those who own property in Lee County, and those who work or go to school in Lee County.

Beginning September 9, 2013, the following changes will go into effect for Lee County Library System library cards:

Library Cards for Adults (18 and older):
- Photo ID and proof of current address are required for new adult library cards for ages 18 and older.
- Adult library cards must be renewed every two years in person with photo ID and proof of current address.
- The library offers Visitor cards and Reciprocal Borrowing cards for adults who are not eligible for a free library card. Ask staff for details.

Library Cards for Children/Teens (under age 18):
- Name ID (birth certificate or other official document) is required for new library cards for children and teens under age 18.
- For existing library cards for children and teens under age 18, the child/teen's parent or legal guardian with photo ID must accompany the child/teen and name ID for the child/teen, such as a birth certificate or other official document, must be presented for the next library card renewal.
- If the parent/legal guardian of the child/teen who accompanies the child/teen owes $10 or more on his/her own library account, the child/teen will be issued a Child/Teen Limited card, which limits check outs to two items.
- Children/Teens who visit the library without a parent/legal guardian may get a Child/Teen Limited card by presenting name ID.
- Library cards must be renewed in person every two years.

Did You Know?
You can register to vote at the library. Ask library staff for details.

Need Help Finding Answers to Your Questions?
- Visit any location and ask staff for assistance
- Visit leelibrary.net and click on “Ask a Librarian”
- Call Telephone Reference 239-479-INFO (4636)
ITEMS YOU CAN CHECK OUT

Check out limit = 50 items per library card

Books
- Most books check out for 4 weeks, and most can be renewed for 4 additional weeks, unless the item is reserved for another library patron
- “Most Wanted” and high demand books, check out for 2 weeks, and they may not be renewed
- Books that the system does not own can often be borrowed through Interlibrary Loan for 2 weeks

Books on CD
- Check out limit = 7 per library card
- Loan period for 4 weeks
- Renewable for 4 additional weeks, unless the item is reserved for another library patron

Music CDs
- Check out limit = 7 per library card
- Loan period for 2 weeks, and may be renewed for 2 additional weeks. Two renewals permitted unless the item is reserved for another library patron

DVDs/Blu-ray Discs
- Check out limit = 7 per library card
- Loan period for 1 week
- Renewable for 1 additional week, unless the item is “Most Wanted” or reserved for another library patron. Two renewals permitted

Download Depot
Visit leelibrary.net to check out ebooks, audios and videos to your computer and/or portable device.

Playaways (recorded book format)
- Check out limit = 7 per library card
- Check out for 4 weeks
- Renewable for 4 additional weeks, unless the item is reserved for another library patron
- AAA batteries and earbuds are needed for Playaways

Book Discussion Kits
- Check out limit = 1 per library card
- Check out for 6 weeks, and may not be renewed

Renewing Materials
- Many items may be renewed, if there are no holds on the items
- Renew online or call Telephone Reference 239-479-INFO (4636) and have your library card ready.

Placing Holds on Materials
- Holds may be placed for items that are in use or on order
- You can place holds at leelibrary.net or at a computer catalog in the library
- You can ask staff to place up to 4 holds at a time. Visit the library or call Telephone Reference at 239-479-INFO (4636) and have your library card ready
- You can ask to have your holds sent to any library location
- You will be notified when the items become available and have three days to pick them up
- Hold items may only be checked out on the library card that was used to place the hold

Returning Materials
Return items to any Lee County Library System location

Overdue Charges and Other Fees
- Overdue charges: 20 cents per day, to a maximum of $6 for most items
- Lost or damaged items: Subject to a replacement fee
- Materials Recovery Fee: up to $13

Note: Unpaid fines and fees may result in credit reporting.

Visitor Library Card
- $15 for 3 months; $5 for an additional consecutive month

Non-Resident Library Card
- $60 for 12 months

Your Account
Access to your Lee County Library System account is available 24 hours a day online with your library card number and Password/PIN.
- Receive a list of items you currently have checked out
- Renew materials, unless the item is reserved for another patron
- Place holds and check the status of items on hold
- Check on any overdue materials or overdue charges
For automated access to your account, call 239-485-8585 or visit leelibrary.net. Your Password/PIN is usually the last 4 digits of your phone number. Call Telephone Reference for your account information: 239-479-INFO (4636) and have your library card ready.

Library E-mail
Find out via e-mail that the items you reserved are available. To start this service, ask at your library, go online to leelibrary.net and click “my account,” or call 239-479-INFO (4636) with your name, library card number and current e-mail address. Set your spam-blocker to accept e-mail from lib_notice@leegov.com.

8/2013
Library Patron Confidentiality: Your Rights Under Florida Law

The Law - Florida Statute 257.261 Library registration and circulation records reads in part: “All registration and circulation records of every public library, except statistical reports of registration and circulation, are confidential and exempt from the provisions of s. 119.07(1) and from s. 24(a) of Art. I of the State Constitution. Except in accordance with proper judicial order, a person may not make known in any manner any information contained in such records, except as provided in this section. As used in this section, the term “registration records” includes any information that a library requires a patron to provide in order to become eligible to borrow books and other materials, and the term “circulation records” includes all information that identifies the patrons who borrow particular books and other materials....”

Guidelines for Public Internet Access

1. The Lee County Library System’s Patron Code of Conduct applies to the use of Internet workstations. Patrons whose behavior or action while using the Internet constitutes a nuisance to others will be asked to end their Internet session or leave the Library.

2. Internet use is subject to all applicable laws. Illegal use of Library Internet stations will subject the patron to prosecution by local, state or federal authorities.

3. The Library’s Internet stations are available on a first come, first serve basis, or through the computer reservation system at each location. Reservations must be made in person.

4. A Lee County Library card or other valid identification is required to use an Internet station.

5. Internet stations may be used only for specific periods of time. Time periods may vary based on the type and location of the station.

6. Internet access is available up to 15 minutes before Library closing time.

7. Personal hardware or software installation on Library equipment is prohibited.

8. For additional information about using the Library’s Internet resources, please review The Lee County Library System’s Internet Policy for Public Use at leelibrary.net.

Approved by the Lee County Board of County Commissioners, August 2002
Your Library Card
Your library card is the key to your registration and patron information. If you share your card or card number, you are giving that person permission to access all the information your record contains. If you are not carrying your library card, it is possible to access your record with photo identification. This transaction must be done in person, and it can only be done for your own record.

Your Privacy
Florida law restricts access by others to your address, phone number, demographic information, items that are currently checked out on your card, items you have requested, overdue items, charges, or any other information contained within your record. If you want to change your phone number, place or pick up a hold, find out what is overdue on a record, etc., you must provide your card or card number.

Families
Children generally have the same rights under Florida law as adults. A child’s record can be accessed only through the library card or card number for that record. Parents may be able to find out about overdue fines or lost materials on their children’s records if:

- the parent is named in the child’s record
- the child is under age 16

Patrons who do not wish their children’s records to remain private should either check out their children’s items on their own cards or keep the children’s cards with them.

Patron Code of Conduct

The Lee County Library System’s Patron Code of Conduct was designed within the framework of existing local, state and federal laws, the American Library Association (ALA) Code of Professional Ethics, ALA’s Guidelines for the Development of Policies and Procedures Regarding User Behavior and Library Usage (January 24, 1993) and the Library Bill of Rights. Lee County libraries must provide facilities in which both library users and staff can be free from harassment, intimidation, and threats to their safety.

Acceptable Behavior
Library users are expected to conduct themselves in a manner that does not violate the rights of others, and does not result in damage to library property. The Lee County Library System expects the following behaviors within the library:

- Respect of other users’ rights of access — both physically and intellectually — to the library
- Appropriate use of library materials, equipment, and property
- Patron responsibility for personal property
- Appropriate public attire, including shoes and shirts
- Parental responsibility for the total behavior of any children using the library

Unacceptable Behavior
The Lee County Library System considers the following behaviors to be unacceptable:

- Engaging in disorderly conduct, unreasonably disturbing or offending library users or staff
- Eating or drinking in non-designated area
- Smoking, chewing or dipping tobacco products
- Soliciting, selling, campaigning, posting of notices or petitions, and distributing of leaflets not authorized through the community relations office
- Entering the library with any animal, other than a service animal that assists a patron with disabilities
- Leaving children under eight years of age unaccompanied by a caregiver at any time
- Carrying a concealed weapon in violation of Florida Statutes 790.01 and 790.06
- Consuming alcohol or illicit substances
- Willful destroying of library property or personal property of library users or staff
- Stealing of library property or personal property of library users or staff
- Physically assaulting or molesting any library user or staff
- Using abusive, lewd, or obscene language toward any library user or staff
- Exhibiting threatening or intimidating behavior including voyeurism, exhibitionism, and stalking
- Bringing suitcases, duffel bags, large bags, or other containers will be permitted in the library only if the patron voluntarily agrees that these items may be subjected to a search upon departure.
## Locations and Hours

<table>
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<tr>
<th>Library Name</th>
<th>Address</th>
<th>Telephone Number</th>
<th>Hours</th>
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| Bonita Springs Public Library                    | 26876 Pine Avenue, Bonita Springs           | 239-533-4860     | 10 a.m. to 6 p.m. Monday, Wednesday & Thursday  
|                                                 |                                              |                  | 12 p.m. to 8 p.m. Tuesday, 9 a.m. to 5 p.m. Friday & Saturday |
| Cape Coral Lee County Public Library             | 921 SW 39th Terrace, Cape Coral              | 239-533-4500     | 9 a.m. to 8 p.m. Monday - Wednesday  
|                                                 |                                              |                  | 9 a.m. to 6 p.m. Thursday, 9 a.m. to 5 p.m. Friday & Saturday |
| Captiva Memorial Library                         | 11560 Chapin Lane, Captiva                  | 239-533-4890     | 10 a.m. to 6 p.m. Tuesday & Thursday  
|                                                 |                                              |                  | 12 p.m. to 8 p.m. Wednesday  
|                                                 |                                              |                  | 9 a.m. to 5 p.m. Friday & Saturday (closed Mondays) |
| Dunbar Jupiter Hammon Public Library             | 3095 Blount Street Fort Myers                | 239-533-4150     | 12 p.m. to 8 p.m. Tuesday (closed Mondays)  
|                                                 |                                              |                  | 10 a.m. to 6 p.m. Wednesday & Thursday  
|                                                 |                                              |                  | 9 a.m. to 5 p.m. Friday & Saturday |
| East County Regional Library                     | 881 Gunnery Road, Lehigh Acres              | 239-533-4200     | 9 a.m. to 8 p.m. Monday - Wednesday  
|                                                 |                                              |                  | 9 a.m. to 6 p.m. Thursday, 9 a.m. to 5 p.m. Friday & Saturday |
| Fort Myers Regional Library                      | 2450 First Street, Fort Myers               | 239-533-4600     | 9 a.m. to 8 p.m. Monday - Wednesday  
|                                                 |                                              |                  | 9 a.m. to 6 p.m. Thursday, 9 a.m. to 5 p.m. Friday & Saturday |
| Johann Fust Community Library                    | 1040 W 10th Street, Boca Grande             | 941-964-2488     | 9:30 a.m. to 5:30 p.m. Monday - Friday  
|                                                 |                                              |                  | 10 a.m. to 2 p.m. Saturday |
| Lakes Regional Library                           | 15290 Bass Road, Fort Myers                 | 239-533-4000     | 9 a.m. to 8 p.m. Monday - Wednesday  
|                                                 |                                              |                  | 9 a.m. to 6 p.m. Thursday, 9 a.m. to 5 p.m. Friday & Saturday |
| North Fort Myers Public Library                  | 2001 N. Tamiami Trail NE, North Fort Myers | 239-533-4320     | 10 a.m. to 6 p.m. Monday, Wednesday & Thursday  
|                                                 |                                              |                  | 12 p.m. to 8 p.m. Tuesday, 9 a.m. to 5 p.m. Friday & Saturday |
| Northwest Regional Library                       | 519 Chiquita Boulevard North, Cape Coral    | 239-533-4700     | 10 a.m. to 6 p.m. Monday, Wednesday & Thursday  
|                                                 |                                              |                  | 12 p.m. to 8 p.m. Tuesday, 9 a.m. to 5 p.m. Friday & Saturday |
| Pine Island Public Library                       | 10700 Russell Road NW, Bokeelia             | 239-533-4350     | 10 a.m. to 6 p.m. Tuesday & Thursday  
|                                                 |                                              |                  | 12 p.m. to 8 p.m. Wednesday  
|                                                 |                                              |                  | 9 a.m. to 5 p.m. Friday & Saturday (closed Mondays) |
| Riverdale Branch Library                         | 2421 Buckingham Road, Fort Myers            | 239-533-4370     | 12 p.m. to 8 p.m. Tuesday (closed Mondays)  
|                                                 |                                              |                  | 10 a.m. to 6 p.m. Wednesday & Thursday  
|                                                 |                                              |                  | 9 a.m. to 5 p.m. Friday & Saturday |
| South County Regional Library                    | 21100 Three Oaks Parkway, Estero            | 239-533-4400     | 9 a.m. to 8 p.m. Monday - Wednesday  
|                                                 |                                              |                  | 9 a.m. to 6 p.m. Thursday, 9 a.m. to 5 p.m. Friday & Saturday |
| Outreach Services                                |                                              |                  |                                 |
| Bookmobile & Senior Outreach                     |                                              |                  |                                 |
| Books-by-Mail                                    |                                              |                  |                                 |
| Multicultural Program & Literacy                |                                              |                  |                                 |
| Talking Books Library                            | 1651 Lee Street, Fort Myers 33901           | 239-533-4780     | 9 a.m. to 5 p.m. Monday-Friday (closed on Saturday) |
| Telephone Reference                              |                                              |                  |                                 |
| Talking Books Library                            | 1651 Lee Street, Fort Myers 33901           | 239-533-4780     | 9 a.m. to 5 p.m. Monday-Friday (closed on Saturday) |
| Telephone Reference                              |                                              |                  |                                 |

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