

530.1 / Building Use

Registering Patrons for Library Programs (Guidelines)

When library programs require registration because of high patron interest, library employees will first register Villa Park Public Library card holders (including Oakbrook Terrace residents) and place residents of other communities on a waiting list.

After the first three days of registration, if space is available at the program and there are non-resident patrons on the waiting list, the non-resident patrons may be registered for the program in the order of their sign-up.

Non-resident patron registration should always be approved by the head of the department sponsoring the program.

Approved 05/10/1990