



Ray County Library

215 E. Lexington St. • Richmond, Missouri 64085-1834

Phone 816-776-5104 / Fax 816-776-5103

Monday -Friday 8am-7pm

Saturday 8am-1pm

Dear Patron,

Enclosed you will find your new Ray County Library card. Please bring it with you to the library whenever you wish to check out items or use a computer. To protect the safety and privacy of our patrons, we do not allow patrons to share cards.

Information about borrowing materials:

- Books, CD books, and Playaways checkout for 4 weeks. A child between the ages of 3-17 is limited to 20 on their card. There is a fine of \$0.10 per day on each item that is late.
- Magazines checkout for 1 week. Limit of 10 and there is a fine of \$0.10 per day on each magazine.
- Dvds checkout for 1 week. Limit of 5 and there is a fine of \$1.00 per day on each Dvd.
- If you would like to return items after hours, there is a book drop located on the west side of the library.
- If you wish to renew items on your account or reserve an item without coming to the library, you may contact us at 816-776-5104 or send an email to rclibraryassociate@gmail.com with your request and library card number.

Online library services

- Please visit our website, raycountylibrary.com, to see items in our online card catalog and to access our eMaterials.
- To reserve items from the catalog or check out eMaterials, you will log in with all ten digits of your library card as the username and the last four digits of the card number as your PIN.
- There are a variety of eMaterials available for checkout on your computer and mobile devices. There are no fines associated with these items. For more information about accessing eMaterials, please contact the library.

Thank you for the privilege of serving you as our patron. Welcome to the Ray County Library!

Ray County Library Staff