



## NON-COUNTY FEES POLICY

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| <b>Department Name:</b>          |
| Maricopa County Library District |
| <b>Last Revision Date:</b>       |
| January 2026                     |

### A. PURPOSE

To charge a user fee to customers of Maricopa County Library District who do not reside or pay property taxes in Maricopa County or the Town of Queen Creek. Any resident of the Town of Queen Creek can get a Maricopa County Library Card without additional fee.

### B. POLICY

1. The Library District is a special secondary taxing district, which receives revenues from the property taxes of Maricopa County, Arizona, residents.
2. A number of our library branches are located close to the county borders. We, thus, serve customers from Pinal and Yavapai Counties who do not support library services in Maricopa County through taxes.
3. A policy to charge non-Maricopa County residents was implemented to ensure that all users of the libraries are, in some way, equally responsible for their support.

The Non-County Card fees are:

\$50 per year or \$25 per six months for an individual.

### C. DEFINITIONS

1. Non-County - Any user of a Library District facility whose residential address is not located in Maricopa County or the Town of Queen Creek and does not own property or rent business space in Maricopa County or the Town of Queen Creek.

2. Non-County Card - A Library District card issued to an individual whose residential address is outside Maricopa County or the Town of Queen Creek and who does not own property or rent business space in Maricopa County or the Town of Queen Creek. Only Arizona residents are eligible for Non-County Cards. The card is good for one year for \$50 or six months for \$25.

## **D. AUTHORITY/RESPONSIBILITY**

The Maricopa County Library District Board of Directors shall determine the Non-County Card fees.

## **E. PROCEDURE**

1. If an Arizona resident cannot show proof of Maricopa County or the Town of Queen Creek residence when applying for a card, they shall be offered a Non-County Card. Acceptable forms of proof of Maricopa County or the Town of Queen Creek residence, business ownership or property ownership include: Driver's license or federal, state or tribal issued Identification Card with a current address listed, lease agreement, mortgage statement, utility bill or utility account viewed online, property verification via the County Assessor, or a postmarked piece of mail with the applicant's name and current address dated within the last 30 days.
2. Users who live outside Maricopa County or the Town of Queen Creek but attend school or work in Maricopa County are still considered non-county residents since they do not pay property taxes to Maricopa County.
3. Once a customer subscribes to a card, the fee shall cover six months or one year of library service.
4. An individual card can only be used by the registered user.
5. Non-County Cards are subject to all normal Library District circulation rules.