

Memorandum



CITY OF DALLAS

DATE November 10, 2022

TO Honorable Mayor and Members of the City Council

SUBJECT **Enhanced Library Card**

The Enhanced Library Card is a Dallas Public Library card with identifying information printed on the front of the card. The Enhanced Library Card is optional and free. It is not recognized as a federally or state recognized ID, however could provide support in verifying a person's identity and increase access to locally based programs and services. On September 30, 2022 the Dallas Public Library implemented the first step of its Enhanced Library Card program at five locations: J. Erik Jonsson Central Library, Arcadia Park, Lancaster-Kiest, Highland Hills and White Rock Hills Branches.

The final step is coming in mid-December as the Library has received the remaining 24 specialized printers and is just awaiting the arrival of the software to run the program to have this accessible at all Dallas Public Library locations except for Bookmarks in NorthPark Center.

Ongoing work is being done in the community with the help of the Office of Equity & Inclusion - Welcoming Communities and Immigrant Affairs Division (WCIA) to encourage acceptance of the Enhanced Library Card as an alternate form of identification. This includes discussions with the Dallas Police Department, Dallas Parks & Recreation, Office of Community Care, Dallas Water Utilities, Parkland Health and Dallas County. The forms of identification accepted to get a library card are being re-evaluated to possibly be expanded.

Should you have any questions, please do not hesitate to contact me or Jo Giudice, Director of the Dallas Public Library, at Maryjo.Giudice@dallas.gov or Christina de Silva, Office of the Office of Equity & Inclusion - Welcoming Communities and Immigrant Affairs Division at christina.dasilva@dallas.gov

M. Elizabeth (Liz) Cedillo-Pereira
Assistant City Manager

c: Chris Caso, City Attorney
Mark Swann, City Auditor
Billieae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

DATE November 10, 2022
SUBJECT **Enhanced Library Card**

What do I need to bring with me to apply for an Enhanced Library Card?

A picture ID and physical address verification are required to receive your library card.

What if I don't have a photo ID – can I still apply for an Enhanced Library Card?

If you don't have a photo ID, we would be happy to accept a letter from an agency or government entity that states that you do not have a photo ID. We ask that this letter is the original, be on the letterhead of the agency/government entity, provide your name, state that you do not have a photo ID, and be signed by a staff member of the agency government entity. Accepted agencies/government entities: shelters, caseworkers, any City of Dallas department, State of Texas agency, City Square and Stewpot.

Accepted Forms of Picture ID:

If your ID is expired, does not include an address, or does not have a current Dallas address, please provide one form of address verification.

Government-issued driver's license or ID card

U.S. Permanent Residency card or Alien Registration Receipt card (Form I-551)

U.S. Certificate of Citizenship (Forms N-560 or N-561)

U.S. Certificate of Naturalization (Forms N-550, N-570, or N-568)

Verification of Release Form

Global Entry Card issued by the U.S. Customs and Border Protection

Employment Authorization Document or U.S. Work Permit

Matricula Consular/Consular ID card

Passport

Work/School ID

Concealed handgun license

Uniformed Services ID Card

Inmate ID card with photo

Online arrest record with photo

Shelter ID card with photo

Accepted Forms of Address Verification:

Current rent or lease agreement

Current utility bill dated within the last 30 days

Current business mail dated within the last 30 days

USPS change of address confirmation dated within the last 30 days

Voter registration card with current address

Checks showing your current address

Current student registration

Current renter's, homeowners, or car insurance policy

Current property tax statement

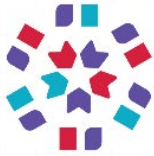
Paycheck with name and address imprinted

Copy of medical record with name and address

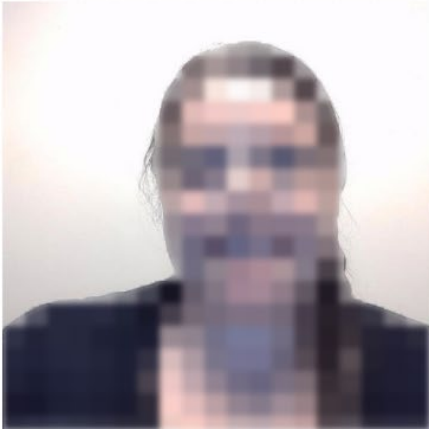
Letter on letterhead from shelter

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Verification of Release Form
Sample Card:



Dallas Public
LIBRARY



Siddie Joe Johnson

1515 Young Street #1234
Dallas, TX 75201

DOB:
06-01-1980