

## Additional Account Benefits

- Printing, copying, and faxing
- Dickerson Local History and Genealogy research room at the Main Library in Monroe
- A STEAM Lab for creations and innovation at the Main Library in Monroe
- Small study rooms available on a first-come, first-served basis
- Meeting rooms for reservation. Visit our website for more information.

## LEAP | Library and Educators as Partners

Libraries and Educators as Partners is a collaborative partnership between schools and the Union County Library to increase student literacy and educator awareness of library resources and programs. The program aims to provide students and educators enhanced access to the Union County Library facilities and additional educational resources.

- A LEAP Student Account is available for students attending a school participating in the LEAP Program.
- LEAP Educator accounts are available to educators with proof of employment at an education institution in Union County.

## Locations

### Main Library

316 E. Windsor St., Monroe, NC 28112  
704.283.8184

### Lois Morgan Edwards Memorial Library

414 Hasty St., Marshville, NC 28103  
704.283.8184 option 2

### Union West Regional Library

123 Unionville-Indian Trail Rd, Indian Trail, NC 28079  
704.283.8184 option 3

### Southwest Regional Library

1515 Cuthbertson Rd., Waxhaw, NC 28173  
704.283.8184 option 4

## Hours

Monday - Thursday

9 a.m. - 7 p.m.

Friday

9 a.m. - 5 p.m.

Saturday

9 a.m. - 5 p.m.

Sunday

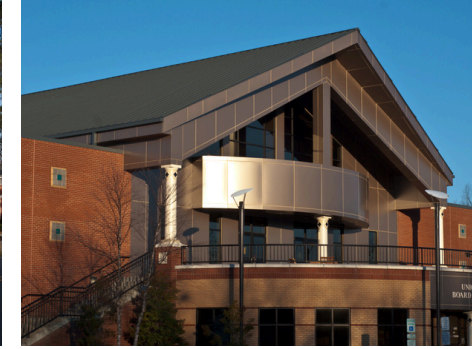
Closed



### Questions or Concerns?

Library staff are available to assist patrons in person, over the phone, or via email.

[f](#) [@](#) [v](#) | [uclnc.org](http://uclnc.org)



Welcome  
explore. create. learn



# Welcome to the Union County Library!

With your library account you have access to a wide range of resources including books, audiobooks, magazines, and DVDs as well as digital and streaming content available 24/7 through the library's website.



## Account Benefits

Everyone who lives, works, or studies in Union County is eligible for a free library account. Your library account number can be found on the back of your library card. All benefits listed below are for standard library accounts with full privileges.

### Check-Out

A maximum of 35 items can be checked out per account. The following items have additional checkout restrictions:

- 1 Technology and/or Launchpad device
- 2 Book Club Kits and/or Board Games
- 3 Electronic Items per month (hoopla®, Kanopy®)
- 4 Display Items
- 7 Electronic Items (Overdrive®/Libby®)
- 10 DVDs/Blu-ray

### Loan Periods

Most items are checked out for 21 days with the following exceptions:

- 7 Days for DVDs/Blu-ray and Magazines
- 14 Days for New Books
- 14 or 21 days: Overdrive®/Libby®, hoopla®, and Kanopy®
- 42 Days for Book Club Kits

### Notices

The library sends the following notices by email or text:

- Courtesy due date notices are sent 3 days before an item is due.
- Courtesy notices for materials that were automatically renewed.
- Overdue notices are sent 3 and 6 days after an item is due.
- Arrived holds notices are sent when an item placed on hold is available to be checked out.

Notice preferences can be set up when registering for an account. If you are not receiving notifications or would like to change your notification settings, please contact the library.

## Using Your Library Account

### Online Account Access

With your library account number and PIN (selected during your registration process) you will be able to:

- View items currently checked out with due dates
- Renew items
- Place items on hold
- Check out electronic materials

You may request a PIN in person at any library location or over the phone with your library account number.

### Placing Holds

You may place up to 10 holds per account. Items can be placed on hold the following ways:

- **In person** at any library location with a library account number or official ID
- **By phone** with a library account number or official ID
- **Online** through the library's website with a library account number and PIN

Once the hold is available for check out you will receive a notification. The item will be held for 3 days.

### Arrived Holds

Items may be picked up at your designated library location in the following ways:

- **Inside:** available during library hours on patron hold shelf
- **Curbside:** available during library hours at designated curbside parking space
- **After-Hours Locker:** available 24/7 by request; located outside library entrance



### Renewing Items

Most items can be renewed up to 2 times in person, over the phone, or online with the exception of the following:

- Technology devices
- Items with holds
- Board games
- Book Club Kits - 1 renewal

Items without holds will renew twice automatically. New due dates can be viewed on your account online.

### Returning Items

Most physical items may be returned to any Union County Library location. Physical items can be returned in the following ways:

- Inside any library location during operating hours
- Placed in the outside book drop on days the library is open.

Please note: Book drops are closed during holiday closures. No items are due on days the library is closed.

### Overdue, Lost, or Damaged Items

The library charges fines and fees for items that are overdue, lost, or damaged. Fines are charged for items returned more than one day past the due date at 25 cents per day with the following rate exceptions:

- \$1 per day for Tracer Projectors
- \$2.50 per day for Board Games
- \$10 per day for Hotspots, LCD Projectors, and Launchpad Devices

Items accrue a maximum of \$10 in overdue fines with the exception of technology devices. Borrowing privileges will be suspended for accounts with charges exceeding \$10 or items overdue for more than 30 days.

If an item is lost or damaged, the full replacement cost of the item will be charged to the account.

If you have concerns about charges or are unable to pay any accrued fines or fees, library staff will be happy to discuss your account and payment options to ensure library access is restored as soon as possible.