

**QUINCY PUBLIC LIBRARY
IDENTITY THEFT POLICY**

Identity theft is a criminal offense under both Illinois (720 ILCS 5/16G-1, et seq.) and Federal law (18 USCA 1001 et seq.). Persons claiming to be victims of identity theft must provide proof that they have filed a criminal complaint with the appropriate law enforcement agency and complete the ID Theft Affidavit. All charges associated with the person will be waived upon presentation of these documents. A file will be created containing the following documentation: a description of the charges resulting from the use of a library card in their name, proof of correct identity by the claimant, the ID Theft Affidavit and a copy of the police report or criminal complaint filed by the person.

Persons unable to comply with this policy shall remain strictly liable for charges resulting from the use of a library card in their name.

Adopted April 13, 2004
Quincy Public Library
Board of Trustees