

## State Park Policy

Rawlins Municipal Library is partnering with The South Dakota State Library and The South Dakota Game, Fish, and Parks. Together The South Dakota State Library and The South Dakota Game, Fish, and Parks have developed a statewide program called “**Check Out, South Dakota State Parks!**” Through this service, library patrons will be able to check out a State Park Entrance License, free of charge, and spend a day or two at the park.

Rawlins Municipal Library will be able to offer the following services in conjunction with The South Dakota State Library and The South Dakota Game, Fish, and Parks:

- Entrance licenses to the library free of charge.
- Neck wallets in which the passes will be placed for circulation.

The State Library of South Dakota and The South Dakota Game, Fish, and Parks expects Rawlins Municipal Library to:

- Allow entrance licenses to be checked out in the library by patrons free of charge.
- Patrons may check out the entrance licenses for up to **three** days.
- A Patron may check out an entrance license **once** per month.
- There are **no renewals or consecutive check outs** for entrance licenses.
- There are **no holds for state park passes**. It is first come, first serve.
- Market/promote the service to the community you serve.
- Request patrons complete the survey when the entry license is returned. The survey is a QR code linked to a Google form.
- Catalog the state park passes with a three-day circulation limit.

Rawlins Municipal Library will require the patron to sign a form stating that they are liable for the cost of the state park pass if it is lost or stolen. A copy of the form is attached to the policy.

*Adopted by the Rawlins Municipal Library Board of Trustees March 27, 2023*

*Reapproved by the Rawlins Municipal Library Board April 28, 2025*

**Rawlins Municipal Library State Park Pass Program Form**

Patron Name \_\_\_\_\_

Library Card Number \_\_\_\_\_

Two Phone Numbers \_\_\_\_\_

I agree to return the state park pass to Rawlins Municipal Library on the due date (usually three days unless it falls on a holiday or snow day). **If I do not return the pass on time, if I lose the pass, or the pass is stolen while it is in my possession, I understand that I am responsible for the library's state park cost of \$80. Borrowing privileges will be revoked until the pass is returned or the \$80 is paid in full. If I do not repay the \$80 to Rawlins Municipal Library within 30 days of the date of this form, Rawlins Municipal Library will turn my information over to the Pierre Police Department to pursue further legal charges.**

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

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Printed Name \_\_\_\_\_

Signature \_\_\_\_\_