

**CERTIFICATION OF MEMBERSHIP ELIGIBILITY**

Place a check in each box to verify eligibility requirements.

- part of an organization or institution that has a legal basis for operation;
- an organized collection of information and material accessible for use by its designated clientele;
- fixed location;
- established and posted hours of service;
- have an on-site, paid librarian-in-charge who meets Massachusetts education and certification requirements in effect for that type of library. (For public schools, each secondary school library member must be staffed by a full time certified school library media specialist, and each non-secondary school library member must be staffed by either a full or part time certified library media specialist. For each non public school and each charter school, a Masters in Library Science degree shall be considered equivalent to a school library media specialist certification for purposes of meeting this requirement.);
- written mission statement and service objectives;
- established funding base;
- authorized to participate by its appropriate administrative authority;
- agree to the terms and conditions of the Regional Library System membership agreement as established by the Board of Library Commissioners. This agreement shall include certification by each member library that it meets the minimum eligibility requirements for participation, agrees to participate in interlibrary loan activities within the Commonwealth in accordance with the *National Interlibrary Loan Code for the United States* and agrees to provide data on the use of regional and statewide library materials and services.

---

Signature of Librarian

---

D.O.E. School Library Media Specialist  
Certification Number (for school libraries only)

---

Signature of Appropriate Authority

---

Date