

UNBC LIBRARY CARD AND ACCESS APPLICATION FORM

For Faculty/Staff Authorized User

UNBC FACULTY/STAFF MEMBER'S NAME:

(First/Last)

UNBC Faculty/Staff Member's Barcode:

20020_____

- Please issue a Faculty/Staff Authorized Library card and/or library privileges to the following person so that s/he may borrow library materials and access electronic library resources in my name for UNBC academic purposes.

AUTHORIZES:

Name: (First/Last)

Library Use Only:

20020_____

Email address:

Telephone:

Who is my:

- Research Assistant
 Research Affiliate

Date Needed Until: _____(dd/mm/yyyy) (Expiration Date)

Faculty/Staff member's statement:

I understand that this is a separate library account from my personal library account and that material signed out on this account will not appear on my personal library account. I understand that any materials borrowed on this card are my responsibility and that use of this card is subject to the UNBC Library Loan Regulations. I agree that if any item is lost or returned late, I will pay the resulting fine or charge. I also understand that my own borrowing privileges can be suspended if material borrowed on a Faculty/Staff Authorized card is not returned on time when requested by another borrower, or if use of the card results in a suspension of privileges. I understand that it is my responsibility as an authorizing party to contact the Library if I wish to cancel an authorized card prior to the expiry date.

I would like the person receiving this card to receive all e-mail or other correspondence regarding use of this card, rather than myself. Yes _____ No _____

UNBC Faculty/Staff Member's Signature: _____

Dept. or Faculty: _____

Telephone: _____

Date: _____(dd/mm/yyyy)

TO THE AUTHORIZED PERSON:

Bring this completed form with one piece of photo ID to the Library Services Desk at the Geoffrey R. Weller Library.