

UNBC LIBRARY CARD AND ACCESS APPLICATION FORM
For Faculty/Staff Authorized User

UNBC STAFF MEMBER'S NAME:

(First and Last)

UNBC staff member's barcode:

20020 _____

Please issue a UNBC authorized library card and/or library privileges to the following person so that they may borrow library materials and access electronic library resources in my name for UNBC academic purposes.

AUTHORIZES

Name: (First and Last)

Library Use Only:

20020 _____

Email address:

Telephone:

Who is my:

- Research Assistant
- Research Affiliate

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

UNBC 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 may be responsible to pay any resulting charge/s. I also understand that my own borrowing privileges may be suspended if material borrowed on a UNBC authorized card is not returned when requested by another borrower. 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:

Please provide this completed form to the Geoffrey R. Weller Library librarycirculation@unbc.ca