

Friends of American University Library

Borrowing Program

Application for Membership

Name: _____ Address: _____

E-mail: _____

Phone: _____

Please indicate your choice: **1 year membership: \$300.00** **3 month membership: \$100.00**

I agree to the following conditions:

1. I will notify the American University Library of any address changes.
2. My borrowing card is not transferable. I am responsible for all books checked out and any fines that accrue on my account.
3. Books may be borrowed from the general collections for four weeks. A book may be renewed if it has not been requested by another borrower. Books are renewable three times online.
4. Overdue fines for books are generally \$0.25 per day. If a book has been recalled, the fine is increased to \$5.00 per day.
5. I am required to show a photo ID, in addition to a borrower's card, when borrowing materials from the University Library.
6. I am required to show my borrower's card at the Information desk in order to obtain a log-in slip for access to the internet.
7. I will incur a \$2.00 fee for the replacement of my borrowing card.
8. I will incur replacement and processing fees on books I have lost or damaged. Lost book fees per item are generally \$57.00 for replacement and \$30.00 for processing.

_____ I do not want to receive any mail from the University

_____ I would like to receive information via email

Signature: _____

If there are any questions or concerns about the Friends of the Library Borrowing Program, please call the Head of Circulation at (202)885-3325.

STAFF USE ONLY

Updated 01/23/09

Staff Member: _____

Date: _____