

TWU LIBRARY REGISTRATION

VISITOR – COURTESY CARD

Last Name _____ First Name _____ MI _____

Street Address/PO Box _____ City _____

State _____ Zip Code _____ Phone _____

Email Address (required) _____

Driver's License Number (required) _____ State _____

Address verification – utility bill, credit card bill, etc. (required)

Form: _____ Staff Verifier: _____

Status: _____ Denton/Dallas County Resident (must be 18 years old)

_____ TexShare: Home Institution _____

_____ ID# _____

_____ UNT Student: ID# _____

_____ UNT Faculty/Staff: ID# _____

_____ Other _____ ID# _____

Library Policies and Your Responsibilities

Your application for a Library Card registers you as a user of the TWU Libraries for one semester, unless your university status changes. Borrowing privileges are extended according to the regulations and policies of the TWU Libraries. You assume full responsibility for all materials issued on your Library ID card and for any fines and fees due to overdue, damaged, or lost materials. Failure to pay Library fees may result in your being turned over to a Collection Agency, which will affect your credit rating. Only the person identified on the card may check out library materials. **Your Courtesy Card must always be presented before borrowing materials or using Library services.** Due to contractual agreements, TWU Libraries cannot issue computer passwords or TexShare cards to our courtesy card patrons. A guest computer is available for access to electronic resources. Lost ID cards should be reported immediately along with any change of contact information.

Signature _____ Date _____