



Community Special Privilege Registration Form

Welcome to the University Libraries of the University of Memphis. The Community Special Privilege Card is available to area residents who are 18 years of age or older with a valid driver's license. As a cardholder, you have access to the libraries' materials and borrowing privileges for the circulating collection. Some resources have use limitations. Please check with library personnel for specific restrictions.

Please print clearly

Name _____ College/University _____

Check one: Student _____ Faculty _____ Citizen _____ Alumni _____

Street Address _____ City, State, Zip _____

Phone # _____ Alternate # _____

Email Address _____ Alternate Email _____

The following library policies apply to your Special Privilege card:

- Your card will be valid for 1 year.
- You may check out up to 10 books.
- You must present your Special Privilege card in order to check out materials.
- The loan period for books is 30 days and books are renewable online using your last name as your username and the barcode number on your card as your password.
- Books may be recalled for use by another patron after 14 days.
- Access to library databases is only available when you are in the library logged on as a guest.
- Guest logon is limited to 2 hours per day.
- You are personally and financially responsible for materials charged on your Special Privilege Card. If you lose your card, please notify us immediately.
- There is a \$10 replacement fee for card.
- Fines will accrue at the rate of 25 cents per day per book for 30 days.
- After 30 days, the borrower will be charged a \$7.50 overdue fine, plus the replacement cost of the material and a non-refundable \$10 processing fee per item.
- This card is not transferable.
- Failure to abide by these provisions will result in the cancellation of your card.

Your signature on this application and your acceptance and use of our University Libraries' Special Privilege Card indicates that you have read this information and agree to abide by the provisions.

Signature _____ Date _____

-Staff Use Only-

Barcode: 22109 _____ Expiration Date _____ Staff Initials _____