



Application for Educator & Institutional Cards

Borrowing privileges will be suspended if you have received a final overdue notice for any item borrowed, and the item must be returned to restore these privileges. You are responsible for the cost of any lost or damaged library materials. Please notify the library of any changes in ownership, management, or personnel which may affect the use of this card or the return of library materials. Your Educator/Institutional Card will expire August 1st every year but may be renewed in person.

Is this ☐ a new application? ☐ A request for renewal?

Responsible Party

Person Accepting Responsibility: _____

Home Street Address: _____

Home Mailing Address (If Different): _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Birthday (MM/DD/YYYY) _____

Email: _____

I would like to receive notices from the library by (circle one) Email Phone Text

☐ Check box to receive updates and news from the library via email.

Position in Facility: _____

Signature: _____

Facility

Type

- | | |
|--|--------------------------------------|
| ☐ Preschool | ☐ Homeschool |
| ☐ Public School | ☐ Institution |
| ☐ Other | |

Name of Facility & Grade: _____

Name of Manager/Director (if different): _____

Names of persons authorized by this organization to use this library account:

**Educator and Institutional Cards are not guaranteed and may be revoked at anytime.*

Staff Use Only Date _____ Card Number _____ Staff Initial _____