



## **BEFORE SIGNING**

**Please be aware of the LSU Libraries Circulation Policies**

**Available online at:**

**<http://www.lib.lsu.edu/services/borrowing>**



## PUBLIC PATRON CARD REGULATIONS

Public Patron Card Holders must follow these regulations:

- ✓ You will be required to present your Public Patron Card each time you wish to check out books. No one else may use this card, and it will be confiscated if an attempt to do so is made.
- ✓ No more than 10 items may be charged to you at any time.
- ✓ The normal circulation period is 28 days. Some items have different circulation periods; the due date will always be stamped in the book.
- ✓ The Public Patron card is not accepted by the Law School or Veterinary Medicine Libraries.
- ✓ Journals and other restricted materials will not circulate to Public Patron Card holders.
- ✓ The Public Patron card is issued only for the purpose of borrowing books from LSU Libraries. Public patrons cannot use LSU interlibrary loan services or access the LSU Wi-fi system. They can access databases only by using the guest computers in the library, not from home or on their own laptop. Visitors from other academic institutions may access Wi-fi if their home institution uses Eduroam.
- ✓ Check-out privileges will be suspended at any time there are unpaid library fines and assessments. Overdue fines may be paid online by accessing your library account or by invoice if the fines are billed. Public Patron Card IDs with unpaid charges will be barred and will remain barred until full payment has been made.
- ✓ There is a \$5.00 charge to replace a lost Public Patron Card.
- ✓ The LSU Libraries will revoke a Public Patron Card in the event of misuse or if we receive information that the patron is no longer welcome on campus. Revocation of a Public Patron Card may result in permanent denial of Public Patron Card privileges.

STAFF USE ONLY

\_\_\_\_\_  
Last name, First name

\_\_\_\_\_  
Public Patron ID #



| LSU LIBRARIES

## PUBLIC PATRON HOLDER AGREEMENT

DATE: \_\_\_\_\_

ISSUED BY: \_\_\_\_\_

TYPE: LALINC or OTHER

LOAN PERIOD: 28 days, no journals or restricted materials

BOOK LIMIT: 10

EXPIRATION DATE OF PUBLIC PATRON: \_\_\_\_\_

1. I have been given the link to the LSU Libraries current borrowing policies and the list of Public Patron Holder Regulations. I have read and understand these policies.

2. I agree to abide by these policies, including meeting due dates, recalls, and prompt payment of all fines and fees which I might incur.

NAME (print): \_\_\_\_\_

DRIVER'S LICENSE NUMBER: \_\_\_\_\_ (attach photocopy of Driver's License)

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
ZIP: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Cardholder must be 18 years or older, unless a student at the University Lab School.**