

University of Vermont Libraries
Authorization Form
K-12 Educator-Guest Borrower Program

Please complete and submit to the address at the end of this form. It will start the process of your securing a K-12 Educator-Guest Borrower Card from UVM's Bailey/Howe Library. Your school office should have a copy of the Memorandum of Understanding on file with us before we can process this form. This document also outlines the programs, and a borrower's rights and privileges.

PLEASE PRINT

Date _____

Educator's Name _____

Position at School _____

Social Security # _____ - _____ - _____

School District _____

School Name & Address _____

_____ Telephone # _____

Educator's Home Address _____

_____ Telephone # _____

E-mail address _____

Have you had a borrower's card from Bailey/Howe Library before?

- Yes
- No

Authorizing Signature and Position
(Principal, School Director, or Superintendent of Schools)

(Complete other side as well)

This form should be mailed or presented to:

Circulation Supervisor
Bailey/Howe Library
University of Vermont
Burlington, VT 05405

IT WILL TAKE APPROXIMATELY ONE WEEK FOR US TO PROCESS THE CARD ONCE THE FORM IS RECEIVED.

Please indicate here whether you would like to have us mail the borrower card to you, or want to pick it up at the Circulation Desk at Bailey/Howe Library.

- Mail to my home address
- Mail to my school address
- I will pick up the card at the Circulation Desk at Bailey/Howe Library. You may wish to call ahead and make certain the card is ready: (802) 656-2023.

LIBRARY OFFICE USE ONLY:

Receipt date: _____

School memo of understanding on file: Yes _____ No _____

Card expiration date: _____

Patron pin number: 2 1733 _____