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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | http://www.edison.edu/assets/img/fswlogos/alternatecolors/JPG/Letters/FSW_BlackOTLine.jpg ***Address Update / Phone Update / New Borrower*** | | | | | | | | | | | |
| ***Please Print*** | | | | **HIGH SCHOOL BORROWER** | | | | | | | | | | | |
| STUDENT NAME: | | |  | | | | | | | | | | | | |
|  | | | | | (LAST) | | | | (FIRST) | | | | (M.I.) | | |
| PARENT NAME: |  | | | | | | | | | | | | | |  | |
| (LAST) | | | | | | | (FIRST) | | | | | | | | |
| BANNER ID #: | |  | | | | | | BIRTHDAY: | | | |  | | | |
| E-MAIL: |  | | | | | | | | | | | | | | |
| PHONE: |  | | | | | | | | | | | | | | |
| (DAY) | | | | | | | | | | (EVENING) / (CELL) | | | | | |
| PARENT/GUARDIAN MAILING ADDRESS: | | | | | |  | | | | | | | | | |
|  | | | | | | (NUMBER & STREET MAILING ADDRESS) | | | | | | | | | |
|  | | | | | | (APT #) | | | | | | | | | |
|  | | | | | | (CITY) | | | | | (STATE) | | | (ZIP) | |

Please return item(s) by date due to avoid HOLDS.

If items are not returned when due, a HOLD status will be placed on College and Library records. HOLD status on records means:

* Grades, Transcripts, Degrees and Certificates are not released.
* Library privileges suspended.

Interlibrary Loan borrowers are liable for fines charged by the lending library.

If an item is reported lost or is returned in such a damaged/mutilated condition so as to require replacement, the borrower will be charged **$42.00 for each item. Items will be Assumed Lost if not returned within 3 weeks of date due.**

Borrower is responsible for contacting the library for any change of address or phone number.

Unpaid fines for non-returned or damaged items will be forwarded to the Business Office for billing and a Collection Agency may be used if left unpaid.

By signing you state you understand and agree to these terms and conditions, and that the information you have provided is correct.

|  |  |  |  |
| --- | --- | --- | --- |
| **Student Signature** |  | Date |  |
|  |  |  |  |
| **Parent/Gaurdian Signature** |  | Date |  |

|  |  |  |  |
| --- | --- | --- | --- |
| ***For LR Uses Only*** |  | | |
| Staff Initial | Patron Status | Date Checked | Checked (Initial) |
|  |  |  |  |
| Library Card # |  | | |