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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*** | | **DUAL ENROLLMENT BORROWER** | | | | | | | | | | |
| NAME: |  | | | | | | | | | | | |
|  | | | | (LAST) | | (FIRST) | | | | | (M.I.) | |
| STUDENT ID #: | | |  | | | | | BIRTHDAY: | |  | | |
| E-MAIL: |  | | | | | | | | | | | |
| PHONE: |  | | | | | | | | | | | |
| (DAY) | | | | | | | (EVENING) / (CELL) | | | | | |
| 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.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed |  | Date |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***For LR Uses Only*** | ***Student (01) Community (40) Staff (30) Faculty (20) Adjunct/CE Faculty (22)*** | | | | |
| Staff Initial | Patron Status | | Date Checked | Checked (Initial) | |
|  |  | |  |  | |
| Library Card # |  | | | | |
| LRC-022 Rev. 6/14 | |  | | |