



## Reciprocal On-Site Borrowing Authorization Form

This letter is to verify the patron listed below is in good standing and to request courtesy borrowing privileges be granted in accordance with the PALCI Reciprocal Borrowing Responsibilities.

Date: \_\_\_\_\_

To Staff at \_\_\_\_\_ (PALCI Member Library):

Name (print) \_\_\_\_\_

Check one:     Faculty     Student     Staff

Library ID Number \_\_\_\_\_

ID Expiration Date \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Our library agrees to accept final responsibility for materials should our patron not return them as required.

Requesting Library \_\_\_\_\_

Authorizing Staff Name (print) \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Consult [www.palci.org/on-site-borrowing](http://www.palci.org/on-site-borrowing)