

## To request material through Interlibrary Loan:

You must have a valid Longview Public Library card. You must sign a one-time statement agreeing:

I understand that as an interlibrary loan borrower, I am responsible for:

- Any charges assessed by the lending library, whether or not I choose to use the material;
- Overdue fines of \$0.50 per day as assessed by Longview Public Library and additional charges/fines/fees imposed by the lending institution;
- Replacement cost if the materials are lost or damaged;
- Compliance with Copyright Law of the United States (Title 17, United State Code.)
- This is generally a free service but there is a \$5.00 service charge for items you do not pick up (\$0.10 per page for copies.) If you order an item then cancel the order after it has been shipped, there is a \$5.00 service charge that will be added to the patron account.
- 

Patron Name (print): \_\_\_\_\_

Library Card Number: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

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

Today's Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Patron Name: \_\_\_\_\_