

Lending Library Agreement

Membership for a fiscal year beginning July 1.

Please fill in your information:

Printed Name

Business/Employer Name

Street Address

Mailing Address

City

State

Zip

City

State

Zip

Home Ph#

Business/Employer Ph#

Email address

Check Out Procedures:

- * To check out materials, AEYC / **thread** must have a signed agreement on file, agreements are updated annually and expire on June 30.
- * You will be given a library card number which will be kept on file at AEYC / **thread**.
- * If you are from outside of Juneau call to request materials 1-888-785-1235
- * You may check out a total of six items at a time.
- * Check out period is one month.
- * If your items are not on reserve for anyone else, you may renew them for up to an additional month by calling the office.
- * Books may be mailed at the book rate. Send materials to: AEYC / **thread**, 3100 Channel Dr. Suite 215N, Juneau, AK 99801.
- * A late return fee of \$5 will be charged monthly, up to the replacement cost of the item, after a seven-day grace period, and must be paid before additional items are checked out.

Loss and Damage:

- * Except for normal wear and tear, replacement and shipping fees will be charged for lost or damaged items. Damages and replacement fees will be reviewed by committee in a case by case situation.

I agree to return borrowed library materials by the specified due date in the condition received. I understand I am responsible for materials borrowed, and agree to pay AEYC / **thread** for replacement or repair costs for lost or damaged materials and/or any overdue fines incurred. I further understand that failure to comply with AEYC / **thread** library policies may be grounds for revocation of my borrowing privileges. I certify that the information provided on this application is true and correct to the best of my knowledge.

Signature:

Date:



AEYC / **thread**

Association for the Education of Young Children - Southeast Alaska

3100 Channel Dr. Suite 215, Juneau, AK 99801 ~ Phone: 907-789-1235 ~ Fax: 907-789-1238 ~ Toll Free: 888-785-1235

www.aeyc-sea.org