LIBRARY CARD APPLICATION

Name of Firm / Institution (if applicable): ______________________________________

Full Name: ______________________ State Bar #: ______________________

Address: ______________________ City / State / Zip: ______________________

Phone: ______________________ Fax: ______________________

Email: ______________________

Please include me on the following e-mail lists:

☐ Public Training Classes ☐ MCLE Course Information ☐ Special Events

LIBRARY CARD CATEGORIES

Please select one:

☐ Non-Borrower - no security deposit

☐ Individual Borrower - security deposit $140 $ __________

☐ Reduced Deposit Borrower - security deposit $70 $ __________

☐ Government - no security deposit

☐ Corporate* - security deposit $400 $ __________

☐ Judicial* - no security deposit

*Please list designated / authorized borrowers (1 - 5 free; > 5 $16.25 each):

(Attach additional pages if necessary)

1. ___________________________________________ 4. ______________________

2. ___________________________________________ 5. ______________________

3. ___________________________________________ 6. ______________________

☐ Messenger Service - each service, per year $16.25 $ __________

Total Amount Enclosed: $ ________

Please see reverse side for terms & conditions and payment information

For more information or to register, visit us at: www.lalawlibrary.org/CLASSES

or call: 213.785.2516

301 W. 1st Street, Los Angeles, CA 90012
For Borrowing Services
(Please check one)

☐ Individual / Reduced Deposit Borrower
I have received the Borrowing Rules of the LA Law Library. I agree: (1) to abide by the Borrowing Rules and to be responsible for any fines and charges incurred by me or my Messenger(s); (2) that the security deposit may be drawn upon for any unpaid amounts billed by the Law Library; (3) that a collection agency will be employed to collect any unpaid debts and that the LA Law Library will add fees and costs to all accounts sent to a collection agency; and (4) that if the security deposit is not claimed within three (3) years after I am no longer an active Individual / Reduced Borrower, it shall become the property of the LA Law Library.

Initials

☐ Corporate Borrowers
The Borrowing Rules of the LA Law Library have been received. The business entity agrees: (1) to abide by the Borrowing Rules and to be responsible for any fines and charges incurred by the firm, its agents, or by those persons it designates as Designated Borrowers and/or Messengers; (2) that the security deposit may be drawn upon for any unpaid amounts billed by the Law Library; (3) that a collection agency will be employed to collect any unpaid debts and that the LA Law Library will add fees and costs to all accounts sent to a collection agency; and, (4) that if the security deposit is not claimed within three (3) years after the firm is no longer an active Corporate Borrower, it shall become the property of the LA Law Library.

Initials

☐ Judicial / Government
I have received the Borrowing Rules of the LA Law Library. I agree: (1) to abide by the Borrowing Rules and to be responsible for any fines and charges incurred by me or my Messenger(s); (2) that a collection agency will be employed to collect any unpaid debts and that the LA Law Library will add fees and costs to all accounts sent to a collection agency.

Initials

Public Computer and Copy Center
I have received the Library Computer Usage Policy and Guidelines and I agree to abide by these rules. I understand that this library card allows me to use the public PC terminals and copy machines. I understand that this library card must be replaced at the cost stated on the fee schedule if lost. I understand that I am responsible for all transactions and materials issued on this card.

Initials

Signature of Applicant (required)                 Date

For Office Use Only
CDL/CID # __________________________
Accepted By:__________________________
Date:_______________________________

Payment Type:
☐ Cash          Receipt # ________________
☐ Visa
☐ MasterCard
☐ American Express