



APPLICATION FOR RETIRED FACULTY/STAFF LIBRARY CARD

Library approval of this application provides borrowing privileges for Copley Library circulating materials. Access to all other Copley Library resources is outlined in the Retired Faculty Loan Policy on the Copley Library website's policies page. Incomplete applications will be delayed in processing. Please return completed form to the Access Services desk in Copley Library or email to [clcirc@sandiego.edu](mailto:clcirc@sandiego.edu).

TODAY'S DATE:

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

Last, First, Middle

ID# \_\_\_\_\_ Barcode : \_\_\_\_\_

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

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

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

RETIRED FACULTY/STAFF MUST READ AND SIGN THE FOLLOWING:

I agree to comply with the rules and regulations of the Copley Library and to be responsible for charges incurred for overdue, lost, or damaged library materials. I understand it is my responsibility to notify the library if I have a change of name or contact information. I understand that my account expires annually on September 30th and it is my responsibility to request renewal of my account each year.

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

FOR LIBRARY USE ONLY (P-TYPE=23 P-CODE 1= v ) ATTACHED SPONSORSHIP LETTER Y N APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_ EMAIL | PHONE | IN PERSON | OTHER ISSUED BY \_\_\_\_\_ ISSUED DATE \_\_\_\_\_ CARD EXPIRES ON \_\_\_\_\_