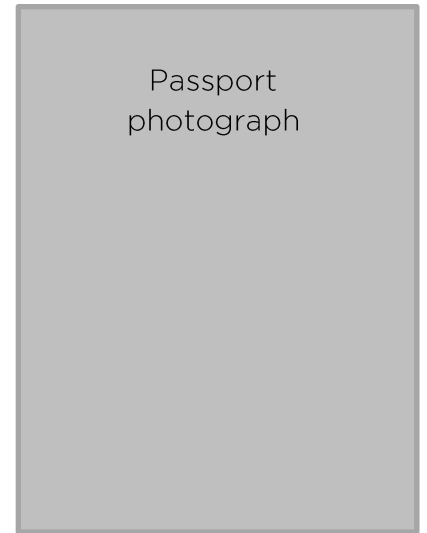


**Brunel University Library
Application for a Library Card**

Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Prof. <input type="checkbox"/>
Name	
Address	
Email	
Home Library (if applicable, eg. University, Local Authority)	
Student/ Library ID number (if applicable)	



Please tick the type of membership you require (refer to tables for eligibility)
 Annual external reference Annual external borrowing Renewal

Please tick eligibility

Private researcher Brunel Alumni By arrangement

SCONUL member SCONUL expiry date: _____ SCONUL Band: _____

Other reciprocal scheme Name of scheme: _____

DATA PROTECTION

The personal information provided in the form will be used to verify your identity and added to our electronic Library Management System. It will be removed three months after your access expires. The data for reference-only users is not added to the electronic system – in this case we will hold this form for three months after your membership expires. Your data will not be passed onto third parties.

We will only contact you regarding legitimate business processes. If you have items on your library account, you will receive automatic notifications if items fall overdue, are needed by another user, cannot be renewed or are lost. We may also contact you regarding suspension of access for visitors. We will not send you email marketing our services.

Declaration

I will observe the Library Code of Conduct, as specified in the Library Rules (displayed at the entrance and of the Library website).

Signed: _____

Date: _____

Please bring this completed form to the Library reception desk, together with the required ID (see eligibility table). We will need a recent passport sized photograph. When your application has been processed (allow 3 working days), please collect your new card from the University main reception in the Eastern Gateway building. You may pick up Monday – Thursday, 9am – 6pm and Friday 9am – 5pm.

Library use only

Fee paid: £ _____

Date: _____

ID verified (initial) : _____

Date: _____

ID card no: _____

Issue date: _____

Expiry date: _____