

DATE: \_\_\_\_\_

Last Name                      First Name                      Middle Name                      Sunapee Resident: Yes or No (Circle one)

Mailing Address                      Town      State      Zip                      Email

Street Address                      Town State                      Zip                      Primary Phone (PIN)      Secondary Phone

Alternate Address                      Town      State      Zip                      Phone

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REFERENCE – Someone other than in your household

Last Name                      First Name                      Mailing Address                      Town                      State      Zip                      Phone

Email

- Check here to receive *Advance Notice/Overdue/Hold* notices by email
- Check here to receive *Library News* notices by email       Check here to receive *New Material* notices by email

I hereby agree to obey all the policies and regulations of the Abbott Library, to pay promptly all fines charged against me for the damage or loss of materials, and to give immediate notice of any change of address.

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

Holds Pickup Authorization Form

I understand the library’s policy for protecting the privacy of its users and its responsibility for protecting library materials. I authorize the library to allow the patrons listed below to pick up any items on hold for me at the Abbott Library. These items for loan will be placed on my library card.

I understand that I will need to notify a staff member to cancel this authorization, which I may do at any time.

Below, print the complete names of the authorized persons.

Person who is giving authorization: \_\_\_\_\_  
(Signature)

Persons authorized to pick up materials for the above named person:

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Name)

FOR LIBRARY USE:
<input type="checkbox"/> Info entered on Koha completed <i>Note: Confirm account email notices &amp; Pin #</i>
<input type="checkbox"/> Scanned <input type="checkbox"/> Attached File
<input type="checkbox"/> Library News email <i>Mark N/A if applicable</i>
<input type="checkbox"/> New Materials email <i>Mark N/A if applicable</i>