

NAME: _____
Last First MI

MAILING ADDRESS: _____
STATE ZIP

BIRTHDATE: _____ **HOME/CELL PHONE** _____ **M** _____ **F** _____

MUNICIPALITY: CITY/TOWN/VILLAGE: _____

EMERGENCY CONTACT: _____

EMAIL NOTIFICATION: _____

TEXT NOTIFICATION: PHONE NUMBER _____ **CELL PHONE PROVIDER** _____

I apply for the right to use the library and agree to obey all rules, take care of all materials I use, pay all charges, and give prompt notice of a lost card or materials or of any changes of this information. I understand that the library is not responsible for damage to personal property that occurs when using library materials. I agree that this card is the property of the library and may be revoked if warranted.

SIGNATURE OF APPLICANT OR GAURDIAN: _____

FOR LIBRARY USE ONLY

Monarch Customer Application Card

* All bold faced fields on the application form must be filled out.

NAME: The first name and last name of the person that will appear on the library card. If Illegible, staff should clarify by printing above.

MAILING ADDRESS: The street address or post office box number, city, state and zip where the person receives mail.

BIRTHDATE: The date the person was born in mm/dd/yyyy format. This is necessary for collecting statistics and because some libraries have different policies for juveniles.

HOME/CELL PHONE: The telephone number, including the area code, for the place where the person lives. Please note that the number you list here will be your pin number for the Monarch Catalog.

M/F: Whether the person is a male or a female.

MUNICIPALITY: CITY/TOWN/VILLAGE: The political subdivision where the person resides. This is **NOT** necessarily the city from the mailing address. You may have to ask where the person votes or pays taxes or you may have to consult a map. See valid list of Monarch political subdivisions.

FOR LIBRARY USE ONLY: Examples of information to put here includes: internal codes, internet permission usage information, an alternate street address for a child who resides with more than one parent, information not collected anywhere else on the application card.

EMERGENCY CONTACT: The name of the person to contact if an emergency situation occurs while the person is at the library.

EMAIL NOTIFICATION: Enter the person's E-mail address here **IF** the person wants to receive messages of holds, overdues, etc. in this way.

TEXT NOTIFICATION: Enter the person's cell phone number and provider here **IF** the person wants to receive messages of holds, overdues, etc. in this way.

SIGNATURE OF APPLICANT OR GUARDIAN: The signed name of the person. If the person is a child, ask the parent or guardian to sign.