



**LIBRARY AND LEARNING RESOURCES
USE ONLY**

NAME _____

BORROWER NO. _____

EXPIRY _____

RENEWED TO _____

RENEWED TO _____

EXTERNAL BORROWING SCHEME APPLICATION

Please read the conditions of entry onto this scheme overleaf.

I wish to apply to be a borrower at Birmingham City University, Library & Learning Resources.

NAME (*Block capitals*) _____
(Prof/Dr/Mr/Mrs/Miss/Ms)

HOME ADDRESS _____

MOBILE PHONE NUMBER _____ **EMAIL ADDRESS** _____

CATEGORY (for charges etc. see overleaf)
Please tick one box

Standard **Unemployed** **Senior Citizen** **BCU Graduate**

Fee Exempt Please state grounds for fee exemption _____

Reason for which you require use of materials held in the Birmingham City University, Library & Learning Resources.

I agree to abide by the conditions of the External Borrowing Scheme as listed on the reverse of this form. **I understand that I will be asked to produce proof of identity and status, including address, in order to become a member of the scheme.**

SIGNATURE _____ **DATE** _____

LIBRARY & LEARNING RESOURCES USE ONLY

Talis Checked Sentry Checked Date _____

Receipt No: _____ Borrower barcode: _____ Initialed: _____

EXTERNAL BORROWING SCHEME

CONDITIONS

1. a) The standard subscription charge for membership for 12 months is £75.00 (£62.50 + VAT)
b) The charge for senior citizens and unemployed persons is £15.00 (£12.50 + VAT)
c) The charge for anyone who has undertaken a Birmingham City University course is £35.00 (£29.17 + VAT).
d) Fee Exempt membership is only usually available to those associated with the work of the University, such as external examiners or members of the governing body, retired members of the University staff or students on validated courses.
2. Applications for membership should be made to the Library Help Desk.
3. Applicants will need to provide proof of address and relevant proof for fee exempt or course undertaken.
4. Borrowing rights will apply upon issue of a library borrowing ticket.
5. Subscribers must comply with the Library's rules and regulations. Non compliance may result in immediate withdrawal of access and borrowing rights.
6. Subscribers are eligible to borrow items from any of Birmingham City University Libraries:

Kenrick Library	Bournville Library
Birmingham Conservatoire	Gosta Green Library
Mary Seacole Library	College of Art, Margaret Street
Millennium Point, TEE	Vittoria Street Library

Registration takes place at only one of the above.
7. Subscribers may borrow any item of library stock that is made available for loan at the discretion of the Director of Library & Learning Resources. This excludes all audio/visual material.
8. The maximum number of items to be on loan to a subscriber at any one time is four.
9. Subscribers are responsible for all library material taken out in their name.
10. There is no limit on the number of reservations made which can be placed on Library stock subject to the overall loan of the agreed number of items.
11. The Inter Library Loan service is available to subscribers at full cost.
12. Loan periods are indicated on individual items. All items are to be renewed or returned on time to any of the Birmingham City University Libraries. Please note: not all items can be renewed.
13. The sanctions applicable for the non-return of library items by the specified date apply to all library users. This includes subscribers to the External Borrowing Scheme.
14. Membership is for the use of the signatory alone and is not transferrable. Cards should not be given to anyone else to use.
15. Applications for renewal of the subscription are to be made to the Library Help Desk.

* Birmingham City University VAT Registration No: 614 1176