



BEFORE SIGNING

Please be aware of the LSU Libraries Circulation Policies

Available online at:

<https://lib.lsu.edu/borrowingpolicies>



PUBLIC PATRON ACCOUNT REGULATIONS

Public Patrons must follow these regulations:

- ✓ **You must present the Louisiana state issued ID, or other form of ID approved by Head of Circulation, that was accepted as your library card to check out books. Books may not be checked out on behalf of a Public Patron.**
- ✓ **The total number of books allowed to have checked out at one time is 10.**
- ✓ **The normal circulation period is 28 days. Some items have different circulation periods; the due date will always be stamped in the book.**
- ✓ **Public Patron privileges do not extend to the Law School or Veterinary Medicine Libraries.**
- ✓ **Journals and other restricted materials will not circulate for Public Patrons.**
- ✓ **Public Patron privileges are for borrowing books from LSU Libraries. Public patrons cannot use LSU interlibrary loan services or access the LSU Wi-fi system. They can access databases only by using the guest computers in the library, not from home or on their own laptop. Visitors from other academic institutions may access Wi-fi if their home institution uses Eduroam.**
- ✓ **Check-out privileges are suspended when there are unpaid library fines and assessments. Overdue fines may be paid online through your library account or by invoice if the fines are billed. Public Patrons with unpaid charges are barred and remain barred until full payment is made.**
- ✓ **The LSU Libraries will revoke Public Patron privileges in the event of misuse or if we receive information that the patron is no longer welcome on campus. Revocation of a Public Patron account may result in permanent denial of Public Patron privileges.**

STAFF USE ONLY

Last name, First name

Public Patron ID #

Staff/Issuer Verifies Email

Date Public Patron information email sent/ Sender



Libraries

PUBLIC PATRON AGREEMENT

DATE: _____

ISSUED BY: _____

TYPE: LALINC or OTHER

BOOK LIMIT: 10 LOAN PERIOD: 28 days, no journals or restricted materials

EXPIRATION DATE OF PUBLIC PATRON: _____

1. I have been given the link to the LSU Libraries current borrowing policies and the list of Public Patron Holder Regulations. I have read and understand these policies.

2. I agree to abide by these policies, including meeting due dates, recalls, and prompt payment of all fines and fees which I might incur.

NAME (print): _____

DRIVER'S LICENSE NUMBER: _____ (attach photocopy of Driver's License)

PHONE NUMBER: _____ EMAIL: _____

MAILING ADDRESS: _____

_____ ZIP: _____

SIGNATURE: _____ DATE: _____

Cardholder must be 18 years or older, unless a student at the University Lab School.