



Abdul Hameed Shoman Public Library
Application for Organization/Corporate Membership

We, the undersigned, wish to subscribe and acquire membership in Abdul Hameed Shoman Public Library. We undertake to comply with its regulations and rules outlined hereunder, and we take responsibility for accuracy of information provided in this Application.

First: Organization/Corporate Information:

Name of Organization/Corporation:	
Complete Mailing Address:.....	
.....	
Phone Number:	Fax Number:
E-Mail:	
Name(s) (first, middle and last names) of representative(s) authorized to borrow:	
1-
2-

Second: Commitment to comply with subscription and membership regulations and rules.

1. Membership will not be granted unless an official letter issued by organization/corporation is attached indicating the latter's wish to apply for membership and designating an authorized representative(s).
2. Use of membership card will be limited to the organization/corporation's authorized representative(s).
3. Authorized representative(s) should show ID when request to do so.
4. Borrower must take good care of borrowed books and avoid all that may cause them damage.
5. Undertake to compensate the library for borrowed books that were lost or damaged, in accordance with Library's applicable regulations.
6. The Library shall have the right to take action it deems appropriate in the event that borrowed books are overdue the loaning period (14 days).
7. Undertake to maintain membership for at least six months.
8. The library shall have the right to suspend or cancel membership for non-compliance with Library regulations and rules.
9. Undertake to immediately report the loss of membership card to the Library.

Organization/Corporation Director: Date:

Signature:

Organization/Corporation official seal:

Third: Official information

Subscription No.	Receipt No.:	Serial No.:
Requesting Subscription's Letter No.:.....		Dated:
Receiving Clerk:	Data Entry Clerk:	Date:
Head of User Services Section:	Signature:	