

Kraemer Family Library Authorized Borrower Form

Kraemer Family Library patrons may establish “authorized borrowers” (e.g. spouse, partner, parent, child) who can check-out books, renew items, and place holds on KFL items and Prospector items on your behalf.

You are responsible for fines and fees associated with materials checked-out to your account by your Authorized Borrowers. Library notices will be mailed to you, not to your Authorized Borrower.

Your authorized borrowers must submit their valid picture ID (e.g. a UCCS ID card, driver’s license, passport, military ID) when picking-up items or requesting items on your behalf. Under no circumstances are patrons allowed to check-out items without presenting a valid picture ID.

Requests to add Authorized Borrowers to your patron account must be completed in-person at the Library’s Main Circulation Desk.

Primary Account Holder Information

Your Name: _____

Your Library Barcode : _____

Your email address: _____ Your Phone Number: _____

Authorized Borrower Information

The name of the person you wish to designate as an authorized borrower as it appears on the ID card they will be presenting at the time of check-out.
(Forms of identification we are able to accept from them include UCCS, Driver’s License, Passport, Military ID)

Expiration Date for their Authorized Borrower Privileges: _____

As the primary account holder, I...

Initials

_____ Authorize the person I’ve identified above to check out library materials on my library account, renew items on my behalf, and place holds on KFL and Prospector items on my behalf.

_____ Accept full responsibility for items my designated borrowers check out on my behalf, including the payment of any overdue fines/replacement charges that may incur.

_____ Understand that confidential information regarding my library account, including the titles of checked-out and requested items as well as fines/replacement charge information may be shared with my authorized borrowers.

Signature _____ Date: _____