

Winslow Public Library Designated Borrower Policy

Designated Borrower Policy

WPL Patrons may authorize a person they trust to select, pick up and return library materials on their behalf. Designated borrowers must have their own picture IDs and the applicant's library card whenever they wish to borrow materials for the applicant.

A note will be placed in the patron's record identifying the designated borrower.

Please note that applicants are responsible for fines if materials borrowed for them are not returned on time.

Patrons wishing to designate a Borrower must fill-out and sign the form below for each designated borrower.

Date: _____

Patron Name: _____

Patron Address: _____

Library Card #: _____

Home Phone: _____

Cell Phone: _____

Email: _____

Patron Signature: _____

Length of permission: _____

Designee Name: _____

Relationship to Borrower: _____

Designee Signature: _____

If a patron does not designate an end date to permissions, this form will need to be renewed every 2 years.

These permissions may be revoked by the patron on the library director at any time.