

Barcode #
3000 _____

Early Learning Center (ELC)

Membership Form and Agreement

Member Information (please print)

Name: _____ Date: ____/____/____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

e-mail address: _____

Please list your place of employment and phone number

Place of Employment: _____

Work Phone: _____

Please check all that apply:

- Teacher Student Parent Grandparent
- APP PAT Therapist Other
- OUAT volunteer

As a member:

- I understand that a fee of **\$25.00/year** is required.
- I understand that I may be asked for membership verification (i.e. membership card or a valid driver's license).
- I understand the check out/in procedures of the Early Learning Center.
- I will be responsible for the return of all items on the due date and I may be subject to a late fee of \$.10 per day/per item.
- I understand that a \$20 fee is assessed on all returned checks.
- I understand that as a new member I may check out only 1 kit and when that kit is returned, I may check out a total of 10 items, 2 of which may be resource kits*. Items go out for 3 weeks.
- I understand that items in the return area may not be checked out (on the cart and behind the circulation desk).
- I understand that if I am unable to replace/pay for any lost or damaged materials, I will be unable to utilize the ELC until payment is paid in full.
- I understand that there is a minimal charge for the use of production materials (A price list titled "ELC TALLY SHEET" is provided for all users**).
- I understand the production area is for adult use only, children will be supervised at all times and supervision is my responsibility.
- I understand this membership agreement is for one year and is renewable on a yearly basis.
- I understand that the ELC serves as a satellite site for Western Region Assistive Technology and I am subject to their policies and procedures when borrowing their materials.

*The Early Learning Center is not responsible for any accidents or injuries associated with the use of any items that are borrowed from the Lending Library.
 ** Prices subject to change without notice.

Member's Signature: _____

