



LIBRARY & LEARNING SERVICES
MARYMOUNT UNIVERSITY

Proxy Authorization Form

Any Marymount faculty, adjunct faculty, administrator, or staff may arrange for a proxy to pick up and charge out items on his or her behalf. Students who need disability accommodation may request a proxy through Student Access Services (SAS).

A proxy must be a currently enrolled Marymount undergraduate or graduate student or a currently employed staff or faculty member. A designated proxy may check out materials to the faculty, staff, or student borrower's account by presenting the proxy's own BlueCard or other photo identification.

Full borrowing privileges include Marymount, Consortium, and Interlibrary Loans. Due dates and eligible materials are determined according to the borrower's status (faculty, staff, graduate student, or undergraduate student). The borrower is responsible for all items checked out on the account, including fines and fees, replacement charges, and holds and recalls for materials.

- Proxy borrowing expires on a specified date.
- The library will add up to two proxies on each account.

Check all that apply: ___Fall ___Spring ___Summer or _____ to _____

Proxy Information

Name _____

Address _____

Phone # _____ Barcode# _22883_____

Borrower's Information

Name _____

Patron status: Faculty Staff Undergraduate Student Graduate Student

I authorize the person named above to be my proxy borrower for the semester(s) indicated. I accept all responsibility for loans and any fines and fees, replacement charges, and holds and recalls placed on my account.

Barcode # _22883_____ Campus Ext.: _____

Borrower's Signature _____

Reinsch Library 2807 N. Glebe Road Arlington VA 22207 (703) 284-1533

Ballston Center Library Extension 4040 Fairfax Drive Arlington VA 22203 (703) 284-5949