



# Mary and John Gray Library

## TEXSHARE CARD BORROWER AGREEMENT

### Mary and John Gray Library Lamar University

Who may borrow: A TexShare cardholder in good standing from an approved institution may borrow from the Mary and John Gray Library's physical collection in general accordance with the existing local lending policies. Full or part-time students, faculty, and staff of the other publicly supported four-year institutions participating in the TexShare program are currently eligible. The card is not transferable and must be surrendered if so requested.

What must be presented: Borrowers must initially present their validated TexShare card (issued from their home library) along with a valid photo I.D. They will then be given a barcoded Mary and John Gray Library "Courtesy Borrower" card which can be used for all transactions. The barcode will be valid for students until the 15<sup>th</sup> day of May, August, or December, depending upon the semester in which they are enrolled. Barcodes for faculty/staff will be valid until August 31 of the current academic year. All first-time TexShare borrowers must read and sign this agreement. Both the Mary and John Gray Library and the patron will retain a copy of the signed agreement.

What is excluded: Electronic resources and interlibrary loans are not provided to TexShare borrowers.

Loan periods/Material limits/Renewals: There is a 7-book limit, with a 21-day checkout period. Items eligible for renewal may be arranged online or at the Circulation Desk.

Return of materials: All materials must be returned to the Mary and John Gray Library by the date due. These materials must be returned either in person or by first-class, insured public or private carrier. The mailing address is: Mary and John Gray Library, Attn: Circulation, Lamar University, 211 Red Bird Lane, Box 10021, Beaumont, TX 77710.

Overdue items: Notices will be sent to all patrons with overdue charges. Fines will be assessed to TexShare borrowers in accordance with the existing Mary and John Gray Library fine structure. The home library of the borrower will be notified if fines are not paid in full.

Lost/Damaged materials: Charges will be incurred by all TexShare borrowers for lost or damaged materials in accordance with the existing Mary and John Gray Library policy. The borrower will be charged the actual replacement price if the book is still in print (or a default price if it is no longer in print) plus a \$20.00 processing fee. The home library of the TexShare borrower will be notified if lost or damaged materials are not paid in full.

I have read the above, and I agree to all of the conditions as set forth in this document.

Name (print): \_\_\_\_\_

Name (sign): \_\_\_\_\_

Home Library: \_\_\_\_\_

Date: \_\_\_\_\_

Driver's license # \_\_\_\_\_ State issued: \_\_\_\_\_

Contact telephone# \_\_\_\_\_