SPONSORED BORROWER REQUEST FORM

This form must be completed to request access to Bobst Library for any visitor or researcher, not otherwise granted library borrowing, who will need borrowing privileges. Borrowing policies are online at: library.nyu.edu/about/stupols.html

Privileges will be issued through the end of an academic term. Specify on the form which term the appointment will run through.

This form must be signed or stamped by a New York University Dean or Associate Dean or by a person authorized to sign on behalf of a Dean.

A fee will be charged to the NYU department requesting access for each term covered by the appointment. $75 will be charged each for Fall and Spring terms, $50 for Summer.

By signing this form, the visitor agrees to abide by Bobst Library and NYU rules and regulations. The sponsoring department is ultimately responsible for materials borrowed and fines or fees owed by the guest borrower.

The visitor should present the completed form at the Library Privileges service window, located in the entrance of Bobst Library. A library card valid for entry will be issued for the dates indicated.

Guest Borrower’s Name

Institutional Affiliation (if applicable)

Guest Borrower’s Signature

Name of NYU Dean

NYU Department

Official Stamp and/or Dean’s Signature

Terms of appointment: Fall (year:____) Spring (year:____) Summer (year:____)

$75 $75 $50

Total Charge: _____________

Account number authorized for this charge: ________-____-____-____-____-____-____-____

Pass created by (Library Privileges Staff) Date