Rosemary Garfoot Public Library

INDIVIDUAL HOLDS PICKUP AUTHORIZATION

Wisconsin law prohibits the release of information from patron records to anyone, with the exception of parent/legal guardian, unless prior written permission has been given. Borrowers who wish to allow others to pick up materials being held in their name must first sign an Authorization Form before the Library will release the materials.

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I authorize the library to allow the people listed below to pick up my holds at any LINK library. I understand that the person checking out materials must present his/her own valid library card and that this person will be responsible for the materials he/she has checked out on that card.

Name of Person Giving Authorization _____

Signature _____

Barcode # 290780_____

The following people have my permission to pick up holds for me:

Name: _____BC# 290780_____

Name: _____BC# 290780_____

Name: _____BC# 290780_____

Name: _____BC# 290780_____

Name: _____BC# 290780_____

****

(For Library Use)

 Date entered into records: _____Staff Initials _____

Comments: _____

<div align="center">

Rosemary Garfoot Public Library

FAMILY/FRIENDS HOLDS PICKUP AUTHORIZATION

This is a household/friends reciprocal authorization. Any of the people listed below are authorized to pick up material for each other.

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I authorize the library to allow the people listed below to pick up holds for each other at any LINK library. I understand that the person checking out materials must present his/her own valid library card and that this person will be responsible for the materials he/she has checked out on that card.

The following people have given permission to pick up holds for each other.

*Name: _____BC# 290780_____

Signature _____

*Name: _____BC# 290780_____

Signature _____

*Name: _____BC# 290780_____

Signature _____

*Name: _____BC# 290780_____

Signature _____

*Name: _____BC# 290780_____

Signature _____

******************************(For Library Use)******************************

Date entered into records: _____Staff Initials _____

Comments: _____