

# Proxy Checkout

Utah Valley University Fulton Library

Updated: 04/13/2017

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

Primary Borrower: \_\_\_\_\_ UVID#: \_\_\_\_\_

Secondary Borrower: \_\_\_\_\_ UVID#: \_\_\_\_\_

Relationship to Primary Borrower?      Assistant      Spouse      Guardian/Parent      Other

Reason for Request: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

APPROVED

NOT APPROVED

\_\_\_\_\_  
Supervisor's Signature

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## Proxy Checkout Guidelines

- Primary Borrower is solely responsible for all items checked out by assigned Secondary Borrower. They are financially responsible for the replacement of any lost, damaged, or late items checked out to the Secondary Borrower.
- Secondary Borrower will not use the Primary Borrower's account for personal use.
- UVU Fulton Library reserves the right to discontinue Proxy Checkout services at any time.
- It is the responsibility of the Primary Borrower to notify the library when the Secondary Borrower's group rights should be terminated.

I agree to the previously stated guidelines:

I agree to the previously stated guidelines:

\_\_\_\_\_  
Primary Borrower Signature

\_\_\_\_\_  
Secondary Borrower Signature