

External Borrower Scheme Application Form

- Please complete and bring the form to the Library during Staffed Service hours with a passport sized photograph, proof of identity and of address (eg. driving licence, utility bill). Proof of eligibility for membership (as described below) should be provided.
- **Payment can only be made online. We will send a link and password to your email address to enable you to make the payment.**
- Keep your card safe and note that a charge of £10.00 is made for replacement cards.

	Student in UK higher education	Annual fee £90 <input type="checkbox"/> 6 month fee £45 <input type="checkbox"/> Please provide proof of status
	Student on placement	Free membership. Please attach a letter from your home institution verifying your status
	Oxford Brookes Alumnus	Annual fee £50 <input type="checkbox"/> Please provide proof of alumni status
	Brookes Society	Free membership Please attach a letter confirming your membership

Please complete this form in capital letters.

Name in full (Prof/Dr/Ms/Mrs/Miss/Mr) _____

Address _____

_____ Postcode _____

Tel. No. _____ Email address: _____

Please give your home institution (if applicable): _____

Please note:

- All library users must produce their university smartcard or borrower/library card for examination on request by library and security staff.
- Overnight entry to John Henry Brookes Building is by card only, and all non-Brookes persons must leave the building between 21.00 - 07.00.
- E-resources, access to the University computer network, printing, scanning or copying, inter-library loans and booking study rooms are not available to external borrowers.

Declaration:

I wish to apply for external membership of Oxford Brookes University Library. I understand that access to services is granted for education, research or private study purposes only. I agree to abide by the Library's regulations. I understand that membership is discretionary and that Library staff reserve the right to refuse applications for membership without redress and to withdraw services where members are in breach of regulations.

Signature:

Date:

STAFF USE:

Fee paid	Replacement card fee (£10) paid	Receipt issued
Borrower ID number		Date issued
Expiry date	Replacements	

WWW.BROOKES.AC.UK/LIBRARY