VCUQatar Library Guest User Application Form

Name:

Email Address:

Mailing Address:

Telephone:
  Home:
  Office:
  Mobile:

Terms of Agreement

1. A refundable cash deposit of QR 300 is required. This agreement is terminated when the deposit is refunded. In order to receive your deposit back upon termination of agreement, you must present your original receipt.
2. The deposit will be refunded at the request of the guest user and the return of all borrowed materials in good condition.
3. Borrowing privileges will begin upon receipt of the deposit.
4. Guest users must have a permanent address in Qatar. If the user is under 18 years of age, the form must be co-signed by a parent or guardian.
5. Guest users may borrow up to five books for a period of two weeks. Items can be renewed once.
6. Guest users are not eligible to borrow periodicals, reference items, course reserves or audiovisual material. Interlibrary loan and document delivery is also not available.
7. If a book is lost, a minimum replacement fee of QR 328 will be charged.
8. The user is responsible for damage done to items when checked out. If a book is damaged, a minimum charge of QR36 will be assessed. Items that are irreparable will be billed as lost.
9. VCUQatar Library has the right to revoke a guest user’s borrowing privileges.

I confirm have read the terms of agreement above:

Name:

Signature:

Signature by parent or guardian (if user is under 18 years of age):

Date:

Library staff only

Authorization:

QR300 refundable deposit received: [ ]