

**NORTHERN ILLINOIS UNIVERSITY LIBRARIES  
APPLICATION FOR COURTESY CARD**

**Standard Adult** (Age 18+)

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Patron Social Security Number

Print *legibly*. Fill out **ALL** information, *including Social Security Number*. **Incomplete forms cannot be processed.**

**Note: A Social Security Number (SSN) is required in the event that we must bill you for lost or damaged items. SSNs are not added to your computerized patron record; the hard copy of your application (with SSN) is kept in a locked filing cabinet. Your Courtesy Card application is shredded once your card expires.**

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street/Apt No. City State Zip Code

How many years at this address? \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ E-Mail \_\_\_\_\_  
Area code

**CHECK ONE:** \_\_\_\_\_ **State Photo ID/Driver's License** # \_\_\_\_\_ \*

\_\_\_\_\_ **College/School Photo ID** # \_\_\_\_\_ \*

\*You must present Photo ID with Courtesy Card when checking out books Verified by staff \_\_\_\_\_

Employed by/Enrolled College/School \_\_\_\_\_ Address \_\_\_\_\_

**CONTACT PERSON (*must be different address than applicant*)**

Provide a CONTACT PERSON who will always know you and provide your forwarding address, if needed. This contact person should be an Illinois resident and a relative, family friend, etc., **NOT** a member of your household, roommates or fellow students.

Name \_\_\_\_\_  
Last First Relationship

Address \_\_\_\_\_  
Street/Apt No. \_\_\_\_\_  
City State Zip Code

Telephone (\_\_\_\_\_) \_\_\_\_\_ How many years has your  
Area code reference lived at this address? \_\_\_\_\_

**I understand that materials I borrow with my NIU Courtesy Card are my responsibility, that I will follow all Circulation policies, and report any change of name, address, etc., promptly to the Circulation Dept. at 815-753-9844 or [circulation\\_univ\\_libraries@niu.edu](mailto:circulation_univ_libraries@niu.edu).**

Date \_\_\_\_\_ Signature \_\_\_\_\_

**LIBRARY USE ONLY**

Application Received by \_\_\_\_\_ Date \_\_\_\_\_

Expiration Date \_\_\_\_\_ Friends of NIU Libraries \_\_\_\_\_