

## Secondary Clientele Authorization Form

Date of Application:

\_\_\_\_\_

Expires: \_\_\_\_\_

*For Librarian Use Only*

### Responsible Member Information – PLEASE PRINT

Name (Last, First):

Law firm:

Contact information (mailing address & contact phone number)

Email address:

### Secondary Clientele Applicants Information – PLEASE PRINT

Name (Last, First):

I am: \_\_\_ enrolled in a legal studies program \_\_\_ a paralegal \_\_\_ a legal assistant

Contact phone number:

Email address:

If enrolled in a legal studies program, length of program: From \_\_\_\_\_ to \_\_\_\_\_

I am applying for (check all that apply):

\_\_\_ borrowing privileges \_\_\_ afterhours access

### STATEMENT OF AGREEMENT:

I, as the responsible Member, am agreeing that I will be responsible for:

- a) returning all materials borrowed by the applicant in accordance with Law Library policies
- b) paying for the replacement costs resulting from the loss of materials by the applicant
- c) paying for all costs associated with the applicant's use and/or misuse of the Law Library and/or any of its materials;
- d) paying for all photocopying expenses incurred, and not otherwise paid for, by the applicant

By signing this application, I acknowledge and understand that:

- these authorized privileges are valid at the Law Society of Newfoundland & Labrador Law Library **only**.
- **all** library communications concerning items checked out by the applicant will be addressed to me, including all communications concerning damage to Law Society property
- I am agreeing to notify the Law Library *if this student leaves our employ* before the expiration date stated above.
- this letter will be kept in a confidential file until such times as all materials charged out by this student are returned and any accrued replacement costs are paid.

Responsible Member Signature: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

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

Please return completed applications to:

Jenny Thornhill, Law Librarian  
Law Society of Newfoundland & Labrador 96-198 Water St.  
P.O. Box 1028  
St. John's, NL  
A1C 5M3  
(Tel): 709-753-7770