

WELCOME - TO YOUR - LIBRARY!

BUSINESS CARD APPLICATION For Concord & Penacook Businesses



Businesses, nonprofits, federal and state agencies, and educational institutions which rent or own space in Concord or Penacook may obtain a card from Concord Public Library. To apply for a library card, please submit or send your request to:

Carol Ann Bouchard, Circulation Supervisor

Concord Public Library

45 Green St

Concord NH 03301

cbouchard@concordnh.gov

SECTION ONE: BUSINESS INFORMATION

BUSINESS NAME

MAILING
ADDRESS

(CITY)

(STATE)

(ZIP CODE)

SECTION TWO: DESIGNEE INFORMATION

The designated employee will be the person the library recognizes as being responsible for all materials borrowed on the card, and any fines or fees incurred. This person will receive overdue notices and have access to any materials checked out on this card.

NAME

(LAST)

(FIRST)

(MIDDLE INITIAL)

PHONE

Personal Identification Number (PIN)

(FOUR NUMBERS)

(This is used to reserve or renew items.)

EMAIL ADDRESS

By providing your email address you will receive courtesy notices 2 days before your items are due, overdue notices, and reserve pick-up notices. You'll also receive the library's monthly eNewsletter. To opt out of receiving the eNewsletter:

Is anyone else authorized to use this business card? Please list up to four names here. They need to either have the business library card or ID to pick up the items.

1.

2.

3.

4.

FOR LIBRARY USE ONLY

___ 0 ADULT

FORM OF ID _____

DATE _____

2450300 _____

STAFF INITIALS _____