

APPLICATION FOR SKOKIE PUBLIC LIBRARY BUSINESS LIBRARY CARD



Skokie Public Library offers library cards to employees of a business that owns/rents property in Skokie **OR** that is a current member of the Skokie Chamber of Commerce.* **Current** documentation (dated within the last year) that shows the name and address of the business must be presented along with this application. Examples include: a business license, a certificate of occupancy, a property tax bill, or a utility bill. The business takes responsibility for materials checked out and any charges assessed to the card(s).

Business:

Name: _____

Address: _____

City/State: _____ ZIP code: _____ Phone Number: _____

Business Owner/Manager:

Name: _____

Title: _____

Email address: _____

Check this box if Owner/Manager is requesting a library card

Authorized Employees: (if more room is needed, attach an additional sheet of paper)

Name: _____ Name: _____

Email address: _____ Email address: _____

Name: _____ Name: _____

Email address: _____ Email address: _____

Business library cards are valid for 1 year. Current address verification must be presented upon renewal.

I understand the above named business assumes full responsibility for unresolved fines and/or missing materials checked out on all cards issued. I will immediately report lost or stolen cards to Skokie Public Library as well as authorized employees who are no longer employed by the business.

Signature of business owner/manager: _____ **Date:** _____

*Skokie Chamber of Commerce membership will be verified and may take up to 3 days

Return application to: Skokie Public Library, Attn: Customer Services, 5215 Oakton St., Skokie, IL 60077

OR Fax to: 847.673.7797 OR email to: ecoulombe@skokieliibrary.info

For Staff Use

New: _____ Renewed: _____ Deleted: _____ Mailed _____ Staff Initials: _____

Expiration Date: _____ Skokie Chamber Verification: _____