

# INSTITUTE OF TECHNOLOGY BLANCHARDSTOWN

## ITB Facilities External User Application Form

Name	
Address	
Date of Birth	
Tel	
Mobile	
Email	

If Business Applicant please state Company name: \_\_\_\_\_

If a Student please state Institution and Course: \_\_\_\_\_

**Please state your reasons for wishing to use ITB Library and the subject area you wish to consult:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Facilities Required (tick appropriate box)

Library Reference/Study	<input type="checkbox"/>	€10 for 3 months (from date of application)
Library & Borrowing	<input type="checkbox"/>	€30 for 3 months (from date of application)

*Please read our External Users Policy which accompanies this form.*

**I agree to abide by library regulations at all times.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**For Official Use Only**

**Notes:** Any person wishing to use ITB facilities must submit a completed application form with appropriate payment.

Two forms of identification must be produced: one photographic (e.g. driver's license, passport etc.) and one address (e.g. ESB bill, telephone bill, etc.). One passport sized photograph must be supplied.

**I.D. Documents Produced (tick appropriate box):**

Photograph  Address

**Fee Paid and Receipt issued:**

Amount: € \_\_\_\_\_ Receipt No. \_\_\_\_\_

Cheque  Cash  Other

**I.D. Card:**

User No. \_\_\_\_\_ I.D. Card Expiry Date \_\_\_\_\_

**Follow-up:**

Library Copied with Details

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
ITB Staff Member

04/09/2008