

Morris Area Public Library District
Adult Library Account Application

Second-party Hold/ILL Authorization Pick-up

Name: _____

I authorize the following person(s) to use my library card to pick-up holds/ILLs on my behalf.

- | | |
|----------|---------------------|
| 1. _____ | Relationship: _____ |
| 2. _____ | Relationship: _____ |
| 3. _____ | Relationship: _____ |
| 4. _____ | Relationship: _____ |

—or— I am the sole authorized user of my library account { ☐ } (check if yes)

Signature: _____ Date: _____

Second-party Authorization of Holds Pick-up- The Morris Area Public Library abides by the Library Records Confidentiality Act, 75 ILCS 70/1, which provides that registration and circulation records are confidential. This includes all materials checked out, placed on hold and interlibrary loaned. However, due to personal convenience, the Morris Area Public Library will allow patrons to submit written consent for second-party authorization to pick-up and check out materials reserved on their behalf. The written authorization will be noted on the patron’s record. Second-party authorization must present the library card of the patron for whom the materials are reserved and/or a photo ID to verify their identity.