

Harris Educational Loan Program

Borrower Registration Form



All borrowers must fill out a registration form for the school year even if they have registered in past years.

REGISTRATION FEES:

- ◆ Educators: \$30/year regardless of the school's location.
- ◆ Families and Home Schoolers: \$60/year.

ORGANIZATION INFORMATION

Organization Name: _____

Organization Address: _____

City: _____ State: _____ Zip: _____ Telephone number: _____ Fax #: _____

BORROWER INFORMATION

Last Name: _____ First Name: _____

Home Address: _____

City: _____ State: _____ Zip: _____ Telephone number: _____

E-mail address: _____

PLEASE CHECK THE APPROPRIATE CATEGORIES:

Our organization is a: pre-K/daycare school library community group college other _____

Our organization is a: public organization private organization parochial school other _____

What grade do you teach? _____

PLEASE REMEMBER

- You must register as an individual borrower. We do not register schools or organizations.
- You must request items at least one week in advance.
- There will be a late fee of \$1.00 per item per day.
- Use a Loan Request Form to reserve items. We do not reserve items over the phone.

PLEASE READ THE FOLLOWING STATEMENT AND SIGN BELOW:

I have read the guidelines for the Harris Educational Loan Program and agree to follow them. I will be responsible for the careful use and transport of material. I will return loans on the promised dates and assume financial responsibility for late fees, charges for damages, or loss of Museum property.

Borrower's name (please print): _____

Signature: _____ Today's date: _____

Print or type the name of your principal or your organization's director:

For Office Use Only:

Amt. Paid: _____ Payment Method: _____ Date Paid: _____

Received By: _____

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