

Pacifica Graduate Institute Research Library
Friends of the Library Membership Application

Name: _____

Address: _____

City, State, Zip code: _____

Telephone: _____

Email: _____

Today's Date: _____

Please send this completed application and \$50.00 membership fee (made out to "Pacifica Graduate Institute") to:

**Pacifica Graduate Institute
Graduate Research Library
249 Lambert Road
Carpinteria, CA 93013**

Friends of the Graduate Research Library

The annual membership fee to become a Friend of the Library is \$50.00. It is renewable so long as the patron has no outstanding late charges, overdue, or lost items. The Library reserves the right to offer and renew Friend of the Library status.

Library Access

Friends may visit the library during its regular hours of operation, which are indicated on the [Library Hours](#) page in the library website. Hours may vary during holidays. Due to limited parking on campus, Friends must contact the library in advance to use the Pacifica shuttle service to visit the campus.

Library Resources

Friends may borrow up to 10 items at a time; the lending period per item is 30 days. Items cannot be renewed. Certain materials such as reference books, journals, course reserves, and test collection materials cannot be checked out. Sections of these items, however, may be photocopied in the library.

Fines for Overdue and Lost Items

Overdue items are charged \$.35 per day, payable to "Pacifica Graduate Institute." No additional borrowing will be allowed with overdue items or unpaid fines on record. Items that are returned damaged, which include highlighting, underlining, or other item defacement; or are missing components, are subject to replacement costs. In the event that the Library must replace items lost or damaged by Friends of the Library, those patrons will be charged the full replacement cost of the item. Out of print lost items are charged a minimum of \$50.00 depending upon the replacement availability. Lost or damaged Master's theses will incur a \$20.00 replacement fee and lost or damaged Doctoral dissertations will incur a \$50.00 replacement fee. Any item overdue longer than two months will be considered lost and replaced.

Other Services

Reference and circulation services are available, as well as computer workstations with Internet access and word processing capabilities. Interlibrary Loan lending and shipping of library items are not provided to Friends of the Library.