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| **Borrowing Application Form for German Library of Tongji-University** |
| **Name\*** |  | **Tel\*** |  |
| **Campus Card No.\*** |  | **E-mail\*** |  |
| Call No.\* | Title\* | Author\* | ISBN\* | Check |
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| Subjects with “\*” must be filled in. The **Check** column will be filled in by librarian. |
| **Amount** |  \_\_\_\_\_\_\_ （filled in by librarian） |
| **Personal Agreement:** I agree to abide by the rules and regulations of German Library of Tongji University and assume compensation responsibility for any lost or damaged material. I confirm that all the information given in this form is true, complete and accurate. I understand that submitting this application form is a necessary procedure before borrowing privileges can be obtained.**Signature：**  |
| **Sign when taking books：**（with ID card and Campus card） |
| **Signature： Date：**  |

Note: The borrowing begins after filling in this form, please send your filled form to deulib@163.com for borrowing service. The librarian will check your form and reply you in one day by e-mail or phone to arrange for taking books. The borrower must sign again on the form printed by German Library to keep a record when taking books away. Your booking will be kept for three days starting from the appointed hour. The borrowing will be cancelled if you don’t come on time.