

Application for a Proxy

by university lecturers at the University of Siegen
for submission to the University Library of Siegen

Hereby, I

Surname, first name (proxy grantor)

ZIMT-ID (proxy grantor)

certify / extend the power of attorney for

Surname, first name (proxy taker)

ZIMT-ID (proxy taker)

until

_____._____._____
Date

as my proxy, to act on my behalf in my library account:

- place orders and reservations for media from the holdings of the University Library of Siegen
- place interlibrary loan requests and
- to view the library account and perform account functions (e.g. renewal of loan periods) by proxy.

All media that are reserved or ordered on the basis of this authorization will be booked to the library account of the person granting the power of attorney by presenting the library card of the proxy grantor. In accordance with the Library Regulations of the University Library of Siegen, the authorizer is liable for timely return of the media, damaged or lost media and any fees incurred, also for exceeding the loan period. Access to and maintenance of the library account by the proxy taker does not release the authorizer from their obligations arising from the library user relationship.

This authorization is valid until revocation/renewal is submitted to the University Library. The revocation/renewal is to be declared by the authorizer via eMail to the Central User Services (benutzung@ub.uni-siegen.de).

Applications for a proxy will be kept by the University Library of Siegen for 5 years.

Siegen, _____

Signature and stamp of the proxy grantor