



TOWN OF PELHAM
PUBLIC LIBRARY

Permission for **Third Party Pick Up** of Library Materials (aka “picking up holds”)

Dear Patron,

In order for the Library to allow a third party to pick up library materials in your name, we ask that you complete and sign this form.

This completed form is to be returned to the Library, so that your account can be updated to indicate that a third party pick up is allowed.

PLEASE **PRINT** CLEARLY

I (PRINT FULL NAME): _____

Library Card # _____

Address: _____

Phone: _____

grant permission to:

Specific Person: (PRINT FULL NAME): _____

ADDRESS: _____

to pick up items in my name at the Town of Pelham Public Library. **We will ask for a photo ID at the time of pick up.** The items will be charged out to your library card account, making you responsible for the return and any fines that may be incurred.

Signed,

(Signed by patron whose items will be picked up by 3rd party designated above)

Date: _____

STAFF entry/initials: _____