



## LIBRARY CARD APPLICATION - CORPORATE

*Corporate/Business cards are available to institutions within Cuyahoga County.  
 Business letterhead must be presented with a list of authorized users.  
 The individual applying in person must present photo ID and be on the list of authorized users.  
 Card expires one year from date of registration. Visit any CPL location or [cpl.org](http://cpl.org) for more information.*

PLEASE COMPLETE ALL FIELDS THAT ARE HIGHLIGHTED

### APPLICANT INFORMATION

Business Name		
Business Mailing Address		
City	State	Zip
Care of	Business Phone	
Authorized Users	Email Address	
1		
2		
3		

*To ensure that you receive notices in a timely manner, please provide phone and/or email information.*

### SIGNATURE

✓ I agree to observe all rules established by the Library, and understand that the company/institution will be responsible for all materials borrowed on this card.  
 ✓ The company/institution agrees to pay any fines or other charges imposed for late return or mutilation of library materials.  
 ✓ I will notify the Library immediately in case of loss or theft of this card.  
 ✓ I understand that only company/institution information that is required to obtain a library card is being collected and that such information is accessible by all CLEVNET member libraries.

Name/Title of Administrator   
 (please print)

Administrator       Date   
 Signature: \_\_\_\_\_

### \*STAFF USE ONLY

*Applications should be reviewed for accuracy by a separate staff member at the registering branch  
 Reviewed application should be sent to the Lending Dept. (Main Library) within one week of registration.*

Profile	CORP					
Hold/Courtesy/Overdue Notification (User Cat 2)	Email	Phone	Text	Mail	Phone-Lite	
Bill Notification (User Cat 3)	Email	Mail (paper)				
Driver's Lic./State ID# (Group ID):	_____	Staff:	_____	Branch:	_____	
Library Card ID# 28074		Reviewed by:	_____			