

Loan Program Request Form

Please type or print clearly

Item(s) Requested:

Borrower's Name:

Institutional Affiliation:

Is the ASA Institutional Membership in good standing? Yes No

Mailing Address:

Phone Number: E-mail:

How will the borrowed item(s) be used?

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.....
.....
.....
.....

What method of shipment will be used to return the borrowed item(s)?

.....

When is/are the item(s) required by? When will item(s) be returned?

.....

By signing and submitting this item request form, I acknowledge that:

- Borrower holds responsibility for lost or damaged item(s)
- Item(s) will be shipped back through an organized company
- Any issues with the item(s) must be reported to the Executive Director of the Archives Society of Alberta

Signature of Borrower: _____ Date: _____

Please send completed form to:

Archives Society of Alberta

216-10880 108 Ave NW

Edmonton, AB T5H 3Z9

Email: admin@archivesalberta.org Tel: (780) 424-2697

216-10440 108 Ave NW, Edmonton AB T5H 3Z9

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