

# 元智大學圖書館圖書借閱委託書

## YZU Library Representation Form for Borrowing

申請日期(Date)： 年(Y) 月(M) 日(D)

委託人 Client		借閱證號 Library ID	系級/單位 Department/Program
受委託人 Representation		身份證號 Personal ID Number	
委託方式 Please Check One	<input type="checkbox"/> 委託人填寫 Filled out by Client	委託人聯絡方式 Client Contact Information	電話 Phone
	<input type="checkbox"/> 受委託人填寫 Filled out by Representation		e-mail
			受委託人聯絡方式 Representation Contact Information
	e-mail		
條碼號 Barcode No.	書名 Book Title		
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條碼號 Barcode No.	書名 Book Title		
合計(Total) _____ 冊(Items)			

- 註: 1. 欲委託他人代為借書，需使用本表格。  
 2. 請攜帶委託人借閱證及受委託人有照片之身份證明文件。  
 3. 本表單如有冒簽，簽署人需負借閱及相關違規責任。

Note:

- You must fill this form in order to let the representation to check out books from library. Valid period is the date of apply.
- The representation has to bring Client's library ID card and his own National ID Card or any other ID with photos.
- If the form is not filled out by the representation or client, the person filled out is responsible for any violation caused by that.