

**For the purposes of registration at Senate House Library.**

PROFESSIONAL SERVICES AND ADMINISTRATIVE STAFF

This is to confirm that the following person is a member of academic staff at Birkbeck. Please register him/her for membership of Senate House Library. This form must be presented with a Birkbeck staff card.

Name:

School:

Post:

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To be completed by Birkbeck Library staff:

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Once validated by Birkbeck Library, please apply online by contacting the Membership Desk at Senate House library to register.**

**Payment details**

* The charge for the 2023/24 academic session is £197.00.
* If you are paying the fee yourself, please take this form to the Library Issue Desk.
* Payments are by debit/credit card only.

If your School is paying the fee, please pass this form to an authorised signatory in your School/Faculty.

Approval to cover the costs of use of Senate House Library by a member of Professional services/ administrative staff.

Agreed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fund code for recharge: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_