

國立成功大學圖書館個人會員申請表

NCKU Library Card Request Form for Membership

會員證號(Card No.) :

AI05002-006-7.3

姓名： (Name)	身分證字號： (ID No.)	聯絡電話： (TEL/Mobile)				
性別： (Sex)	出生年月日： (Date of Birth)	E-Mail：				
戶籍住址： (Address)		聯絡住址： (Contact Address)				
<p>本人為申請者之監護人，同意申請者向貴館辦理個人會員借書證。</p> <p>I am the legal guardian of the abovenamed applicant above and I give him/her permission to apply for a library card from NCKU library.</p> <p>監護人簽名(Signature of Guardian)：</p>						
辦 證 紀 錄	註記	辦證日期	有效期限	收據編號	經辦人	主管
	辦					
	辦					
	辦					
	辦					

備註：

1. 對象：年滿 16 歲之個人，未成年者須有監護人簽名同意辦理。
2. 資料：身分證或護照正本及照片一張，線上申請者於領取借書證時請出示前述文件正本。
3. 費用：年費 2 千元；保證金 3 千元。
4. 續約：攜帶個人會員借書證到館辦理同時繳交年費。
5. 補發：因故申請補發需攜帶身分證明文件及照片一張並繳交 2 百元手續費。
6. 終止：請持保證金收據正本至本館辦理終止及退還保證金作業，保證金須依學校程序退還並非現場退還現金，終止會員時須先返還借書及結清費用，否則不退還保證金。中途終止者不得主張退還年費。
7. 核准：本館保留核准之權利。聯絡電話：06-2757575 轉 65760。
8. 借閱範圍：限總圖書館可供外借之圖書。

Notes:

1. Membership is open to any person aged 16 years or older. Persons under 16 must have this form signed by a parent or guardian.
2. Please bring original copy of your national ID card or passport along with one recent photo. Online applicants shall present original copies of the aforementioned items for inspection when picking up the actual card.
3. The annual membership fee: NT\$2,000 and deposit: NT\$3,000. Please keep the deposit receipt in case to terminate the membership.
4. To extend the membership, please bring the Membership card along with one recent photo and pay NT\$2,000 annual membership fee.
5. To apply for a replacement card, the applicant must provide a valid national ID card and one recent photo and pay NT\$200 handling fee.
6. To terminate membership, please bring Deposit receipt to the Library. The NT\$3,000 deposit will be returned if there are no overdue fees or fines. Overdue fees or fines will be deducted from the deposit. The annual membership fee is not refundable.
7. The library reserves the right for approval. Tel : 06-2757575 ext 65760.
8. Only collections in the Main Library are available for circulating.

