

**“TURKISH DEFENCE UNIVERSITY LIBRARY MEMBERSHIP AGREEMENT”
CONDITIONS OF AGREEMENT**

1. The personnel and students of the Turkish National Defence University (TNDU) may become Members of the TNDU Libraries upon signing the “Membership and Lending Agreement”. The Membership is valid during the User’s time as personnel or student in the TNDU.
2. Libraries use the RFID system. The Users may borrow or return books or materials by using the system via logging in with their usernames and passwords.
3. In cases where the RFID system is unavailable, the Users must sign a bill for borrowing material.
4. The Library Automation System is deemed the primary record in lending services.
5. The Users may carry out borrowing or returning procedures only with their identity card, username and password.
6. It is the User’s responsibility to return materials, which they have borrowed, undamaged and in their due time.
7. The User is obliged to provide the same publication or material, which has been lost, unreturned or damaged.
8. The User will notify the Library of the changes in their identity information or address.
9. The Users who leave as personnel or graduate as a student must obtain an exmatriculation document from the Library.
10. The User will change their membership password after their account is established.
11. The User who leaves their post for more than 30 days due to taking a vacation or rest, attending a course or a temporary assignment must return all the publications borrowed from the Library.
12. The TNDU Libraries provide service in line with the “TNDU Library Directive”. The User is obliged to fulfil the principles stated in the said directive.

I accept all the responsibility regarding the articles in this agreement.

Name:

Surname:

Identity No:

Telephone (mobile):

Service / Class:

Rank:

Registry No:

E-mail:

Institute/College/Department:

Home Address:

PERSONNEL

LECTURER

STUDENT

TRAINEE

FOR TRAINEES AND STUDENTS:

Address of the affiliated unit:

DATE:/...../.....

NOTE: All information is required to be filled in.

Signature