

MBLWHOI Library
Application for After-Hours Access to the Lillie Library

Keycard access is available to participating members of the MBLWHOI Library who have a need to access the Library's facilities in the Lillie building after hours. After hours is defined as: Mon-Fri 7am-8am and 5pm-11pm; Sat & Sun 7am-11pm. Please note that the Library is closed from 11pm-7am everyday.

After-hours access is granted for the duration of your need, the duration of your current status at a participating institution, or one year, whichever is less. Access is renewable annually.

Name: _____

Institution: MBL : WHOI : USGS : SEA : WHRC

Position(s) at Institution: _____

Email: _____ Phone: _____

Need for after-hours access: _____

Dates desired: _____ to _____

I hereby agree to comply with all applicable laws, rules and regulations and will follow the directions and guidance of MBL personnel. Even if I am not an employee of MBL, I will comply with all MBL rules, policies and procedures that are applicable to its staff, including those relating to alcohol, illegal drugs, and harassment (see <http://www.mbl.edu/hr/staff-toolbox/marine-biological-laboratory-policy-manual/>). I agree to not share or loan my access card with anyone or prop open any doors to provide access to others. If I fail to comply with any of these obligations, MBL may immediately terminate my after hours access.

Signature: _____

Approved:

MBL Card Number: _____

Please return the completed form to the MBLWHOI Library Office or library@mbl.edu.