

Proxy Patron Program

WPI faculty and staff members (original member) may grant proxy borrowing privileges to any current member of the WPI community, allowing the proxy to check out items from the Gordon Library on behalf of the original faculty or staff member.

Conditions and Terms:

- Both participants must be in good standing with the library.
- Notices will be sent to the original member regarding any overdue items or bills.
- The original member assumes full responsibility for all items checked out by the proxy on their behalf, including payment for damage or replacement.
- Proxy privileges are issued for a time period selected by the original member and may be renewed at their request. Notification must be given to the library if privileges are to be terminated early.
- Proxies must identify upon checkout that they are checking the items out on behalf of the original faculty or staff member.
- All library items must be checked out with a valid WPI ID card.
- Proxies must use their own account for their own library items.
- This service is not honored for ARC libraries.

Please complete the section below and email this form to accessservices@wpi.edu

Faculty/Staff Name:	Faculty/Staff WPI ID #:
Proxy Name:	Proxy WPI ID #:
Begin Date for Proxy Privileges (mm/dd/yy):	End Date for Proxy Privileges:

Please send completed form to accessservices@wpi.edu