

Welcome to the University Branch Drop-In!

First & Last Name _____ AKA/Street Name _____

Date of Birth ____/____/____ Valid State ID? Y____ N____

Preferred Gender Pronouns _____

Email _____

Emergency Contact & phone number _____

Case Manager _____ at _____

How did you hear about drop-in at the University Branch?

Do you have a library card? Y____ N____

- **If no, would you like help obtaining one?** Y____ N____
- **If yes, do you have fines?** Y____ N____

*If you have a card but fines are preventing you from checking out, Kristy (or another library staff member) **may be able to clear most or all of your fines with a Fresh Start.** Ask us for details!*

NOTE: The following questions are optional, but if you feel comfortable providing this information it may assist us in helping you access resources.....

The library provides the following FREE resources. (circle all that interest you)

Free video streaming like Netflix (Hoopla) Free downloadable music (Freegal)
 Résumé Help Cover Letter Help GED Assistance Job & Career Classes
 eBooks US Citizenship Help Microsoft IT Training Internet/Wi-Fi
 Meeting Room Space Live Online Tutoring

The library provides the following FREE workshops and events. (circle all that interest you)

Movie Screenings Job Classes Tech Help Book Clubs and more!

Have a suggestion? _____

Would you like assistance with any of the following? (circle all that interest you)

Resume Help Cover Letter Help Job Seeking Interview Prep GED Prep
 Financial Aid Acquiring an ID Library fines Software Instruction

***RESPECT** others do not make comments against people's sex, gender, race, sexual orientation, religion, or disabilities. Refrain from trash talk and gossiping. Respect the personal space of others.

*Respectful treatment of library property and premises. This also includes NO SLEEPING anywhere on the property.

*No discussion or insinuation of glorifying alcohol, drug use or drug dealing including medical marijuana.

*Guests are not to be under the influence of alcohol or drugs.

*A maximum of 20 guests may be in the drop-in at any given time. If more than 19 guests are present at opening, a lottery system may be used to determine who can enter. Guests who aren't allowed in will be guaranteed entry the following week.

*Guests should limit the use of electronics to 5 minutes unless listening to music.

*If guest is disruptive, they may be excluded from the library for a week.

*A guest can choose to leave at any time, but will not be permitted to re-enter for the rest of the day.

*We all clean up after ourselves.

Confidentiality: Anything you say or do in drop-in is confidential with the following exceptions:

*If staff feels there is a strong possibility you will hurt yourself or someone else.

*Community safety concerns in any University District Service Program.

*A medical emergency.

*Police will be called if a guest is asked to leave and refuses or if there is a physical fight.

Signatures

Guest _____ Staff _____

Date _____