



Library Card Application

*Mandatory section to be completed

Borrower Information

*LAST NAME: _____ *FIRST NAME: _____ M.I. _____

*CURRENT ADDRESS _____ *CITY _____

*STATE _____ *COUNTY _____ *ZIP CODE _____

*PRIMARY PHONE _____ ALT PHONE _____

*EMAIL ADDRESS _____

LAW FIRM/GOVERNMENT AGENCY _____

*NM DRIVER'S LICENSE/I.D.# _____ STATE BAR # _____

OTHER PHOTO ID _____ OTHER PROOF OF ADDRESS _____

MAILING ADDRESS IF DIFFERENT:

ADDRESS _____ CITY _____

STATE _____ COUNTY _____ ZIP CODE _____

*Are you at least 18 years old? YES ___ NO ___

Would you like to receive email updates about events, newly added materials, holiday hours or other information from the Law Library? YES ___ NO ___

*By signing this form, I agree to comply with all Library circulation policies, and I accept responsibility for all library materials checked out with this card, and for all fees that may be incurred for overdue, lost, or damaged items.

*Signature _____ *Date _____

Library Use Only

Borrower showed a photo ID: Y / N
ID information entered in EOS: Y / N
Verified current NM address: Y / N
Card given to patron: Y / N
Card mailed to patron: Y / N

Judicial employee: Y / N
Staff initials _____ Date Card Issued _____
Card Number: _____

HOW DO I BORROW ITEMS FROM THE LAW LIBRARY?

It's easy! Just fill out an application for a library card. There is no cost to borrow items from the library. Any resident of New Mexico 18 years of age or older is eligible to obtain a Supreme Court Law Library borrower card. New Mexico residents must present a valid New Mexico driver's license or other photo ID with current address information. If the ID does not provide current address information, another form of address verification (such as a recent local utility bill or personalized check) is required. In addition, a home phone number, a current email address, and a business phone number are required if available. Library cards expire three years from the date of issue. All borrowers will be asked to update or verify their contact information as necessary. Acceptance of the Library borrower card stipulates the borrower's agreement to comply with the Library's use and circulation policies.

WHAT CAN I BORROW?



Discover

Some items circulate to public patrons. Search our [online catalog](#) for specific titles or browse by subjects, author, media, language etc.



Books and more

We provide a variety of books, government documents, videos and databases for legal research or general reading.



Help?

Not sure if something is available? Can't find what you need? Feel free to contact our Reference Desk and inquire by phone, email or in person. If we don't have what you are looking for, we may request to borrow it from another library for you via Interlibrary Loan. Call 505-827-4850. Email libref@nmcourts.gov.

BORROWING LIMITS

MEMBERS OF NM JUDICIARY

For judges and other staff of the state judiciary, the circulation period is two months, with renewals available upon request.

NON-JUDICIARY BORROWERS

For members of the public, the circulation period is two weeks, with one additional renewal period available. Renewal requests may be made in person, by email or by telephone. All materials must be returned to the Reference Desk – in person during normal Library operating hours or by mail.

RENEWALS

Generally, materials may be renewed for one additional period provided they are not overdue and provided the item does not have a hold or recall on it. Renewal requests may be made in person, by email or by telephone.

RECALLS

The Library may recall any item at any time for any reason. This ensures that the courts have materials available when needed. Recalled items must be returned to the Library within 24 hours.

OVERDUE, LOST OR DAMAGED ITEMS

Patrons must return borrowed items promptly and undamaged. Borrowers will be charged twice the value of the replacement costs of the book or material lost, which includes injured or defaced materials. (NMSA 1978 34-2-15) Borrowing privileges will be suspended until the bill is paid.