New York University School of Law Law Library Administrative and Access Office

40 Washington Square South, Room 102 New York, New York 10012-1073 Phone: 212-998-6306 Fax: 212-995-4559

LAW SCHOOL LIBRARY SPONSORED ACCESS REQUEST FORM

Terms:

- This form must be completed to request access to the Law School Library for any visitor or researcher who will need to enter the library repeatedly over a period up until Restricted Access.
- ❖ Access requested through this form is not renewable; if the visitor requires further access, the visitor must retain a new sponsorship form indicating so.
- This form must be signed by a department head or by a faculty member at the Law School.
- ❖ If access to any collections or resources other than the general stacks and catalogs are needed, please attach a letter describing access requirements.
- By signing this form, the applicant agrees to abide by the Law School Library and NYU rules and regulations. The sponsoring department is ultimately responsible for its visitors.

The applicant or sponsoring department should bring this letter to the Law Library Administrative and Access office in Van Hall, Room 102

To download this form online, go to: www.law.nyu.edu/library/forms/sponsor.pdf

Visitor information:	University	School of Law
	Visitor's Name	
	Visitor's Signature	
Visiting Dates	From to	
Sponsored by:	Sponsoring department of school at NYU	
	Authorized Head of Dept. Or NYU Faculty Signature	Print Name
	Title	on above must be completed.