

Institutional Acknowledgment for NLS Services and Devices

To continue receiving Talking Book service and Braille materials, the Library of Congress requires this form to be filled out and returned for all current TBBL Institutional patrons that serve patrons under the age of 18. Thank you.

Please return via email, USPS mail or fax to:

tbblkids@library.la.gov

State Library of Louisiana
Talking Books and Braille Library (TBBL)
701 N. 4th St.
Baton Rouge, La 70802

FAX: 225-342-6817

As an institution that serves users who are minors, we acknowledge that such users will receive NLS services and equipment and that the institution will have access to the entire NLS catalog of reading material on their behalf. We acknowledge that we will be responsible for receiving any necessary parental or guardian consent. All materials and equipment (including digital talking-book cartridges, hard-copy braille, players, and accessories) must be returned when no longer needed.

Name of Institution _____ Date _____

Street _____ City _____ State _____ ZIP _____

Full Name of Legally Authorized Representative _____

Title of Legally Authorized Representative _____

Email Address of Legally Authorized Representative _____

Phone Number of Legally Authorized Representative _____

I have the authority to enter into binding agreements on behalf of my institution and, by signing below, I acknowledge the preceding on behalf of my institution.

Signature of Legally Authorized Representative: _____