

Corporate Membership Application Form

Please complete the application form and return it together with a cheque* for the application/ renewal fee to:

**Membership Application
Li Ka Shing Library
Singapore Management University
70 Stamford Road
Singapore 178901**

*Cheque should be crossed and made payable to **Singapore Management University**.

Name of Applicant (Surname first)

***(Dr / Mr / Mrs / Ms)**

**delete where applicable*

FIN/NRIC No. (Include prefix)

Designation

Organization/Company

Office Address

Telephone

E-mail

Reason(s) for Application

Please tick the appropriate box(es)

Membership Fee (inclusive of administration fee and GST; non-refundable)

New application at S\$750.00 Renewal at S\$750.00

Total amount payable S\$_____ (Membership Fee)

COMPANY DECLARATION

I declare that the particulars given in this application are true.

In the event that the corporate membership is granted, my organization will guarantee a proper conduct of the use of the library and make good any loss or damage to library materials or other facilities in the library.

I hereby enclose a cheque of S\$_____.

Submitted by

Designation

Department¹

Signature

Company Stamp & Date

¹ application has to be supported by Human Resource Department of your organization.

For Official Use	
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Remarks
Bank & Cheque No.	Issue Date of Card
Amount Paid _____	Expiry Date _____
Date _____	Date of Termination _____
	Approved by _____
	Date Approved _____
	Membership No. _____

Acknowledgement Receipt of Corporate Library Membership Card

I, (name) _____ of NRIC No. / FIN No. _____ hereby acknowledge the receipt of the Library Membership card number: _____.

I guarantee a proper conduct of the use of the Library and take responsible for ensuring all outstanding debts to the library due to books lost or damage or fine not paid or any other liability that might be incurred will be settled.

I will also report the loss of the library card immediately and is agreeable to pay for the replacement card.

I hereby agree to return the library card upon termination of my membership.

Received by _____

Signature _____

Designation _____

Date _____