



never stop learning

### Application for Use of Memory Lab

PLEASE PRINT

#### Applicant Information

Contact Name: \_\_\_\_\_

Library Card Number: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address* *Apartment/Unit #*

\_\_\_\_\_ \_\_\_\_\_  
*City* *State* *ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Conversion Purpose: \_\_\_\_\_  
\_\_\_\_\_

- Type of Conversion Equipment Required:
- Kodak Scanza (Slides and Negatives)
  - Honestech VHS Converter (for VHS and camcorder tapes)
  - ION Tape 2 PC (for audiocassette tapes)

Date Requested: \_\_\_\_\_ Time Requested: \_\_\_\_\_ to \_\_\_\_\_

#### Signature of Responsible Party

I understand that Troy Public Library will not be responsible for any damages to materials, or errors in the conversions, and are not liable for any copyright infringement.

*Each patron assumes all responsibility for observing copyright restrictions and other laws when using equipment in the Library.*

The Library reserves the right to refuse any request for conversion services where the Library or any staff member feels a violation of the law may occur as a result of such conversion.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_