



COAL CITY PUBLIC LIBRARY DISTRICT
 85 N. Garfield St., Coal City, IL 60416
 815-634-4552 815-634-2950 Fax
www.ccpld.org

**COAL CITY PUBLIC LIBRARY DISTRICT
 LAMINATING SERVICE**

Laminating Service

Lamination will be done within 5 business days, staff time permitting. All materials must be picked up during regular library hours within 7 days after notification. The library has the right to dispose of materials not picked up 7 days after notification.

Patron Name _____

Phone Number _____ Date Received _____

Library Card Number _____

**PLEASE PROVIDE THE FOLLOWING INFORMATION AND READ THE
 DISCLAIMER**

**PLEASE PAY WHEN DROPPING ITEMS OFF. CHARGE IS DEPENDENT UPON
 SIZE SEE CHARGE SHEET**

Circle size of material to be laminated

8.5"x11" 5"x7" 4"x6" 3"x5" 2"x4" 2"x3.5"

Description of material: _____

STAFF USE ONLY

Amount Paid _____ Staff Initial _____

Date Completed _____ Staff Initial _____

Date Notified _____ Staff Initial _____

Date Picked Up _____ Patron Initial _____

**Coal City Public Library District
Coal City, IL 60416**

Release, Hold Harmless, and Indemnity Agreement

(Laminating Service at the Library)

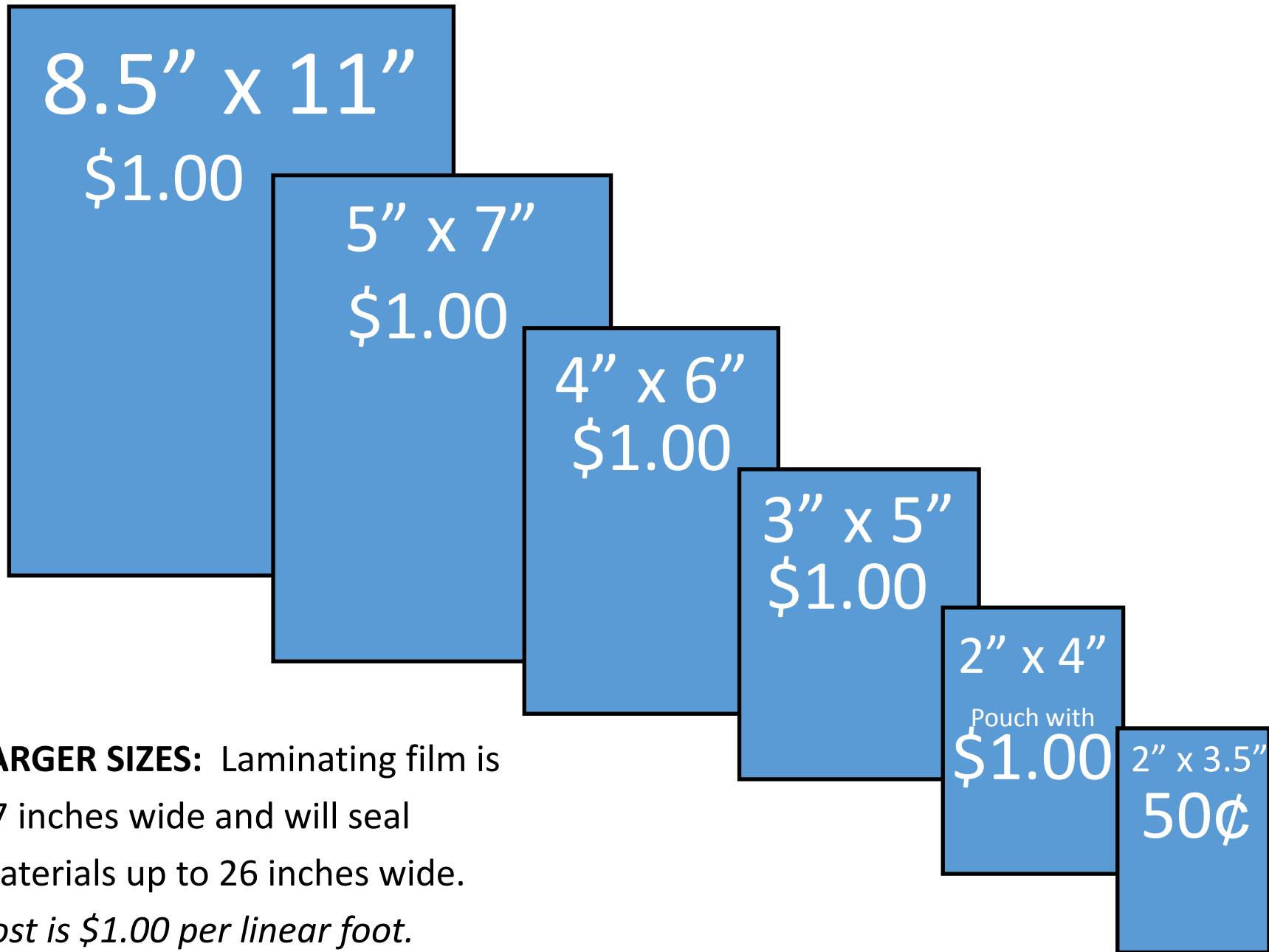
In consideration for being permitted to participate in the Library's Lamination Service ("Lamination Service") sponsored by the Library, I understand, agree, represent and acknowledge that:

- 1) I participate in the Lamination Service at my own risk.
- 2) Any and all materials presented by me for Lamination Service are my own.
- 3) Not all materials can be laminated. Due to the heat process involved in lamination and the possibility of special coatings on the materials the library assumes no liability as to its effect on the items being laminated. I have been advised that discoloration, bubbling and such are a probability when laminating.
- 4) The library cannot laminate social security cards.
- 5) I assume full responsibility for any and all personal injuries or property damage which I may suffer or which may occur during or related to my participation in the Lamination Service.
- 6) Neither the Coal City Public Library nor its Trustees, Officers, Employees, and Agents shall be liable for any personal injuries, property loss, or damages which I may suffer in connection with my participation in the Lamination Service.
- 7) I fully and forever release and discharge the Coal City Public Library, its Trustees, Officers, Employees, or Agents and agree to indemnify and hold them harmless from any and all claims, causes of action, losses, attorneys' fees, costs, or other damages resulting from, arising out of, or relating in any way to my participation in the Lamination Service.

Printed Name: _____

SIGNATURE

Date Signed: _____



LARGER SIZES: Laminating film is 27 inches wide and will seal materials up to 26 inches wide.
Cost is \$1.00 per linear foot.
Overages will be rounded up to the next linear foot.