UO Libraries Proxy Request Form

The University of Oregon Libraries allows UO faculty members, as well as any UO employee or student requiring accessibility assistance, to designate one proxy to act as representative when checking out material. Additional information can be found on the Libraries website at https://library.uoregon.edu/access-services/proxy-program-information.

Please note that by designating another individual as your proxy, you are authorizing that person to check out materials using your library account. You are responsible for replacement costs, service charges, and overdue fines that accrue for material checked out on your account by your proxy. If your proxy is no longer working for you, please contact Access Services as soon as possible to have them removed from your account at ecirc@uoregon.edu or 541-346-3065.

If you have questions about the proxy program, please contact Kate Smith, Assistant Director of Access Services at ksession@uoregon.edu or 541-346-1916.

Please Print

Your full name in DuckWeb: _____

Last four digits of your DuckWeb ID number: ___ ___ ___ ___

Academic department: _____

Designated proxy name (first and last as shown on ID): _____

Proxy expiration date (one year maximum): _____

In making this request I acknowledge that I am responsible for all library material checked out to my account by my proxy. I also understand that my proxy is not eligible to use the library's electronic resources from off-campus using my DuckID and password.

Signature: _____ Date: _____

To complete this application, please have the designated proxy bring this completed form and their photo ID to any of the Libraries' checkout desks. More information about library hours and locations can be found online at https://library.uoregon.edu/hours-and-locations.

Staff Use Only

Patron name: _____

Date issued: _____ Expiration date: _____

Proxy number: _____ Your name: _____