

**Duquesne University Center for Legal Information/
Allegheny County Law Library
2012 Borrowers' Application Form**

NAME _____

FIRM _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____ EMAIL _____

Please see reverse for policies and instructions.

Borrowers' dues are based on the number of lawyers in the law firm:

**101+ = \$7,500; 61-100 = \$5,000; 31-60 = \$2,500; 1-30 = \$90 per attorney; General Public = \$90;
Out of County Attorney = \$150; Out of County General Public = \$100**

**Enclose a list of attorneys and support staff (librarian, secretary, paralegal, law clerk, messenger, etc.)
including each individual's email address and phone number.**

Section 1. Type of Organization

Sole Practitioner Law Firm Corporate Legal Dept. Government-City Government State
 Government Federal Law Student Nonprofit Corporation General Public Librarian
 Other _____

of Attorneys in Office _____ x _____ (if applicable) = \$ _____

of free support staff members _____

Section 2. Firm Contact/Billing Person (please print)

NAME _____ TITLE _____ PHONE _____

Section 3. Payment Information

Check enclosed, payable to Duquesne University Law Library

Check # _____ Amount \$ _____

Bill my _____ Visa _____ MasterCard

Card # _____ Exp. Date _____

Policies & Instructions

The DCLI/ACLL's circulation fee structure is based on the premise that research performed by one attorney in a firm benefits the entire organization. Therefore, law firms, corporate and government legal departments are required to join at the 100% level. Participation at the 100% level means that the borrowers' dues are paid for every attorney in the firm. Circulation fees run on a calendar year. All individuals will receive their own library card. Payment is due by January 31, 2011.

Report lost or stolen cards immediately; a \$5 fee will be charged for a replacement.

Print name, firm and address in space provided.

Section 1

- Specify the type of organization you are affiliated with.
- Indicate the number of attorneys in your office.
- Select the appropriate rate provided for at the top of the section.
- Enclose a list of attorneys and support staff (librarian, secretary, paralegal, law clerk, messenger, etc.) including each individual's email address and phone number.

Section 2

Provide us with the name, title, and telephone number of the contact/billing person for your firm.

Section 3

Fill in the appropriate payment information.

Section 4

Please make payment to Duquesne University Center for Legal Information and mail completed forms and payment to:

Allegheny County Law Library
Circulation Department
921 City-County Building
414 Grant Street
Pittsburgh, PA 15219

If you have any questions, please call Dr. Joel Fishman or Mr. Paul Recht at 412-350-5353.