

**Duquesne University Center for Legal Information/
Allegheny County Law Library
2014 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; 25-60 = \$2,500; 1-24 = \$100 per attorney; General Public = \$100;
Out of County Attorney = \$150; Out of County General Public = \$150**

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, 2013.

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.