



STATEMENT OF RESPONSIBILITY

Materials in the Texas Department of State Health Services Audiovisual Library collection are inventoried state property. The person indicated on the media order blank as the Borrower assumes all responsibility for borrowed media. Borrower responsibility includes:

- 1. Prompt return of materials by the scheduled date. The borrower is responsible for return shipping costs. Any borrower having three (3) late returns will have their Audiovisual Library privileges suspended.
2. Prompt pickup of scheduled materials by borrowers. Scheduled materials not picked up on the pickup date will be returned to the Library on that date and will be charged the same as a late return.
3. Replacement of lost or damaged materials. Audiovisual Library personnel check all materials for damage after each use.
4. Copyright compliance. Borrowed materials cannot be duplicated or televised without prior written permission from the copyright owner.
5. Preview prior to showing. Borrowers are responsible for selecting media appropriate for their audiences.
6. Privacy notification. With few exceptions, you have the right to request and be informed about information that the State of Texas collects about you.

I acknowledge financial responsibility to the State of Texas should items borrowed be lost, stolen, or damaged from the date I receive the items until the materials have been received in the Library. I have read and agree to the terms in the Statement of Responsibility above.

Form with fields: Printed name, Fax number, Organization, Business phone, Home phone, Address, City, County, Zip code, Signature required, E-mail address, Date. Includes 'SIGN HERE' text.

Please check any/all that apply to you or your organization.

Department of Assistive and Rehabilitative Services Library

Early Childhood Intervention

Rehabilitation Services

- ECI: Family
- ECI: Program
- ECI: State
- College/University
- Child Care Provider
- Early Head Start
- Rehabilitation Practitioner
- Person, Family, or Friend with Disability
- Other Agency

Department of State Health Services Library

- Public School
- Private School
- Other Educational Group
- Church or Religious Organization
- Community or Civic Group
- Department of State Health Services Employee (including regional offices and hospitals)
- Local Health Department
- Hospital
- Nursing Home
- Mental Health/Substance Abuse Organization
- Misc. Medical Group/EMS/Physician/Dentist/Home Health, etc.
- Prison/Detention Center
- Law Enforcement Agency
- Fire Department
- Other State Agency (not DSHS or DARS)
- Federal Government
- County Government/Other Regional Agencies
- City Government
- Private Business or Industry
- Individual