

UNH LIBRARIES

Fine appeal form

Borrower: _____ UNH ID # _____
(Please print)

Email: _____ Cell Phone # : _____

Address: _____

Date due of material for which billing charges are contested: _____

Library area where the fine originated: (circle one) :

Dimond Library ***Multimedia*** ***Chemistry*** ***Engineering/Math*** ***Physics***
(books)

If you wish to contest library charges you have been assessed, clearly explain your reason for appealing them. The information you provide will help us reach a decision. Your appeal will be forwarded to and reviewed by the Billing supervisor and discussed with staff in charge of the Library area circled above. We will strive to be fair to you - with consideration to other borrowers who use library resources. Please be aware that recall charges and replacement cost charges are seldom eliminated. Thank you.

The above information is accurate and complete to the best of my knowledge.

Signature of _____ Date _____
Borrower

Scan and email this form to Terri Pollini at: tpollini@unh.edu

or send it by campus mail to: Terri Pollini, Dimond Library, CAMPUS

or send by USPS to: Terri Pollini, Dimond Library / UNH, Durham, NH 03824

Decision of appeal reviewer:

_____ Charge(s) will be waived or reversed

_____ Charge(s) stand (s)

Reviewer _____

Date _____