



**Hawai'i Judiciary
Supreme Court Law Library
Application for a Library Card**

The Supreme Court Law Library may issue a library card upon submittal of this application.

Category (please check one)	Conditions	Privileges
<input type="checkbox"/> New Bar Admittee <input type="checkbox"/> Affiliate Member	Verification of active membership with the Hawai'i State Bar Association. Card valid for 6 months.	Borrowing privileges, and access during extended hours (4:15 – 6:00 p.m., Monday-Friday)
<input type="checkbox"/> Legal Support Staff <input type="checkbox"/> Year-round <input type="checkbox"/> Summer Only <input type="checkbox"/> Visiting Attorneys	Application must be co-signed by an attorney with an active Hawai'i license. Card valid for one-year, and must be renewed annually.	Borrowing privileges, and access during extended hours (4:15 – 6:00 p.m., Monday-Friday)
<input type="checkbox"/> Legislative Service Agencies	Must be employed by LRB; Office of the Auditor; State Ethics Commission; Ombudsman; or Legislature. Application must be co-signed by department director.	Borrowing privileges, and access during extended hours (4:15 – 6:00 p.m., Monday-Friday)
<input type="checkbox"/> Self-Represented (Pro Se) Litigant	Furnish copy of documents in an active court case or administrative hearing in Hawai'i. Document must bear file-stamp. Card valid for 3 months and renewable for another 3 months.	Borrowing privileges, and access during extended hours (4:15 – 6:00 p.m., Monday-Friday)
<input type="checkbox"/> Students enrolled in law courses	Application must be co-signed by class instructor. Card expires on the last day of the school term. Include copy of paid registration with application.	Access during extended hours (4:15-6:00 p.m., Monday-Friday)

Please Note: All information will be kept confidential.

Please allow for at least one workday for processing the application.

Mail Pickup

Please type or print legibly

Card No. _____

NAME _____

BUSINESS/FIRM/SCHOOL NAME _____

BUSINESS ADDRESS _____

HOME ADDRESS _____

WORK PHONE NO. _____ HOME PHONE NO. _____

The undersigned agrees to be responsible for all materials borrowed on their card, on any card they co-sign, and for any charges incurred for lost or damaged items.

Cardholder's Signature _____ Date _____

Sponsor's Name _____

Sponsor's Signature _____ Date _____

Violations of any regulations shall subject the offending party to liability for loss or damage, summary suspension or permanent deprivation of the facilities and privileges of the law library, or such other disciplinary actions as shall be determined by the Supreme Court. Rule 12(d), Rules of the Supreme Court of Hawai'i.

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FOR OFFICE USE ONLY:

DATE OF ISSUANCE _____

EXPIRATION DATE _____

DATE CALLED HSBA _____

STAFF INITIALS _____