

**HARRISON TOWNSHIP PUBLIC LIBRARY**  
**LIBRARY PRIVACY ACT COMPLIANCE ACKNOWLEDGEMENT**

The Harrison Township Public Library ("Library") is required to follow the provisions of the Michigan Library Privacy Act, 1982 Act 455. Pursuant to the Library Privacy Act, the Library or any of its employees or **agents** shall not release or disclose a library record or portion of a library record without written consent or a court order. A "library record" is a "document, record, or other method of storing information retained by a Library that contains information that personally identifies a Library patron, including the patron's name, address, or telephone number, or that identifies a person as having requested or obtained specific materials from a Library." ("Library Record") As a volunteer, you are acting as an "agent" of the Library for the purposes of the Library Privacy Act.

The Library values its volunteers and appreciates your service. However, the Library also desires to ensure that the privacy of its patrons is maintained. As a result, the Library requires that you sign the following agreement before providing volunteer service to the Library.

I, \_\_\_\_\_, understand that a Library Record is  
(Print Name)  
considered confidential and I agree not to release or disclose any Library Record or portion of a Library Record to any person without prior authorization from the Harrison Township Public Library.

By: \_\_\_\_\_

Date: \_\_\_\_\_