

Last Name: _____

Please Print

Golden Valley High School Library Media Center

Dear Golden Valley Parents and Students,
Welcome to the New School Year!

The textbooks checked out to you are part of your success here at Golden Valley. Please open and check your textbooks for damage as soon as possible. Any concerns about the condition of your textbooks such as torn pages, excessive writing, liquid damage, etc. should be recorded on this form and **returned to the library within 2 weeks of checkout.**

PLEASE COVER YOUR TEXTBOOKS!!

The best covers are the heavy brown paper bags available from grocery stores. We will be happy to show you how to cover the books if you need assistance. **Do Not Use:**

- **Book-socks:** as they bend and damage covers
- **Sticky covers:** as they can leave a permanent residue.

PLEASE DO NOT DROP OR THROW BACKPACKS CONTAINING TEXTBOOKS!!

This damages the books and fines may be assessed.

PLEASE SEE... the **Golden Valley LMC Textbook Guide** for more information.

Student Name _____ Student ID# _____

Textbook Barcode	Textbook Title	Damage/s (please use the back of this form if you need more room)

Parent Signature _____ Date _____ Student Signature _____

REMEMBER! You are responsible for the return of your textbooks and novels in good condition. If your textbooks are damaged, lost or stolen, you will be financially responsible.