

NOTICE OF INTENT TO TERMINATE LMN MEMBERSHIP

The following information will assist LMN as your library withdraws from membership. Please be aware that your 12-month termination period will not begin until you submit the following to LMN:

- 1.) A completed copy of this form, and
- 2.) A letter on official library or institutional letterhead stating reason for withdrawal from LMN.

FINAL DATE INFORMATION

List the FINAL DATE your library plans to use LMN's database for:

Entering Patrons: _____

Entering Bibs: _____

Items: _____

Circulation: _____

EXTRACTING RECORDS

Please indicate who will be responsible for extracting your library's data records:

Auto-Graphics, Inc. (extra charge)

Your library (no extra charge)

LMN (no extra charge)

CONTACT PERSON

Indicate the person to contact at your library who will be responsible for the technical aspects regarding withdrawing.

Name: _____

E-mail: _____

Telephone: _____

FOR LMN OFFICE USE

Date Received:

Board Approval Date: