

**TEXAS A&M UNIVERSITY - COMMERCE
EMERGENCY BOOKCREDIT
FOR USE AT ONLINE UNIVERSITY BOOKSTORE ONLY**

Name _____ Amount of Credit Requested _____
(last name) (first name) (middle name)

Campus-wide ID# _____ Soc Sec # _____ Driver's License # _____ State: _____

Address _____
(street or P.O. box) (city) (state) (zip code)

Telephone Number (1) _____ (2) _____ Email Address _____

Alternate Contact (nearest relative or someone who will know how to get in touch with you)

Name _____ Relationship to you _____

Address _____ Telephone number _____
(street or P.O. box) (city) (state) (zip code)

**All requested information must be provided at time of application. Any information not provided may cause a delay in processing.

EMERGENCY BOOKCREDIT AND PROMISSORY NOTE

This note represents emergency bookcredits charged to the account of the maker below for the **Spring 2019** semester at Texas A&M University-Commerce. I promise to pay to Texas A&M University-Commerce the principal amount of _____ dollars (plus accrued interest) without grace, on or before **March 15, 2019**.

A minimum interest charge of \$5 will be assessed when your bookcredit is activated. I agree to waive demand, notice and protest, and agree to all extensions and partial payments, before or after maturity, without prejudice to the holder. If this bookcredit is not paid at maturity and is placed in the hands of a collection agency, or if it is collected through resort to a bankrupt, a probate, or any other court, whether before or after maturity, then additional late charges and collection fees on the principal and interest may be added for collection.

In case of non-payment, Texas A&M University-Commerce has the right to hold all grades, credits, transcripts, diplomas and other benefits until full payment is made. I understand this short-term institutional loan is subject to referral for collection and may be reported to national credit bureaus as delinquent when placed with an outside collection agency. I understand that I may not be eligible for future short-term loans if this loan is not repaid in full by the due date. A late fee of **\$25.00** will be assessed if this loan is not paid in full ON OR BEFORE the due date.

I understand and agree that the principal amount of this loan may be adjusted as needed to reflect the actual amount of charges through the University online bookstore; however, the principal amount cannot exceed the amount of credit originally requested. The principal amount will include the purchase price of books and supplies plus applicable shipping charges. I understand and agree that Texas A&M University-Commerce may deduct principal, and fees (including late fees or collection charges) from financial aid disbursements made to me during the **Spring 2019** semester or for any subsequent terms in which I receive financial aid through Texas A&M University-Commerce.

I understand and agree that should I choose to FAX an executed copy of this bookcredit to the University or send a scanned copy by email, then the FAX/scanned copy will serve for all purposes as the original document.

By signing below, I agree to the terms and conditions of this emergency bookcredit and promissory note.

Applicant Signature _____ Date: _____ SSN# _____

For Bursar Office Purposes Only:

Approved by: _____ Date: _____

Balance	_____
FA pending	_____
Net available	_____
