

Maryland AskUsNow!

Letter of Intent



We, the undersigned institution, confirm that our institution intends to become a partner in the statewide interactive information service AskUsNow! and will participate for a minimum of one year.

It is understood that our institution will:

- Appoint a liaison who will represent the partner library and complete duties as for the better of the cooperative and quality of service to the participating library
- Provide coverage of an assigned service schedule
(Note here if confirmed: _____)
- Participate in partner meetings and join the MDASKUSNOW e-mail listserv
- Identify staff to provide service and have them complete necessary training
- Use software and hardware that will meet the minimum requirements needed to accomplish the assigned service schedule
- Contribute to the success of the service by marketing it to the institution's community
- Add a standardized branded link to AskUsNow! on the library's homepage above the fold if possible

Institution: _____

Director (in print): _____

Director (signature): _____

Date: _____

Liaison: _____

Mailing Address: _____

Telephone: _____ **Fax:** _____

Email: _____

After signing, please email, mail or fax to the Maryland AskUsNow! Statewide Coordinator:

Julie Strange
Statewide Coordinator: Maryland AskUsNow!
Baltimore County Public Library
320 York Road, Towson, MD 21204

Phone: 410-887-6124 | Fax: 410-887-6103
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