

# Virginia M. Woolf Foundation

## This application must be submitted before we can provide books Mandatory Application to Receive Copyrighted Material

Name \_\_\_\_\_ Email Address \_\_\_\_\_

Residence Address \_\_\_\_\_ Apt/Space \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Country \_\_\_\_\_

Daytime Phone (\_\_\_\_) \_\_\_\_\_ Nighttime Phone (\_\_\_\_) \_\_\_\_\_

(Y N) I am a U.S. Resident, including the several states, territories, insular possessions,  
and the District of Columbia

(Y N) I am a U.S. Citizen domiciled abroad and I have attached a photocopy of my U.S. Passport

Contact Person \_\_\_\_\_ Relationship \_\_\_\_\_

Contact Person's Phone: Daytime (\_\_\_\_) \_\_\_\_\_ Nighttime (\_\_\_\_) \_\_\_\_\_

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### Please indicate the disability preventing you from reading standard printed material, as determined by a Competent Authority (See page 2)\*\*

( ) **BLINDNESS** Visual acuity of 20/200 or less in the better eye with correcting lens, or the widest diameter of visual field subtending an angular distance no greater than 20 degrees

( ) **VISUAL IMPAIRMENT** Inability to read standard printed materials without special aids or devices other than regular glasses

( ) **PHYSICAL DISABILITY** Inability to use standard printed materials as a result of physical limitations, e.g., paralysis, lack of arms or hands, extreme weakness

( ) **READING DISABILITY** Organic dysfunction of sufficient severity so as to prevent reading printed material in a normal manner. *Please note: Only doctors of medicine and doctors of osteopathy are defined as competent authorities in cases of reading disability.*

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### To be completed by a Competent Authority (See Page 2)\*\*

I certify that the applicant named is unable to read or use standard printed material for the reason(s) indicated above.

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Signature of Certifying Authority \_\_\_\_\_ Address \_\_\_\_\_

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Title and Occupation \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

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Date \_\_\_\_\_ Telephone \_\_\_\_\_

**\*\* Competent Authority:**

**1. In cases of blindness, visual impairment, or physical limitations:**

“Competent Authority” includes: doctors of medicine, doctors of osteopathy, ophthalmologists; optometrists; registered nurses; therapists; and professional staff of hospitals, institutions, and public or private welfare agencies (e.g., social workers, case workers, counselors, rehabilitation teachers, and superintendents). In the absence of any of these, certification may be made by professional librarians or by any person whose competence under specific circumstances is acceptable to the Library of Congress.

**2. In cases of reading disabilities from organic dysfunction:**

“Competent Authority includes only doctors of medicine and doctors of osteopathy.

**Please Return To:     Virginia M. Woolf Foundation  
                                 1658 5<sup>th</sup> Street  
                                 Manhattan Beach CA 90266**

If you have any questions please contact us by email at [info@text-key.com](mailto:info@text-key.com) or by phone at (310) 379-8321.