

CARNARVON PUBLIC LIBRARY AND GALLERY

Membership Application for Stations



BASIC INFORMATION

Title _____ Membership No (office use)

First Name _____ Middle Name _____

_____ Last Name _____

DEMOGRAPHICS

Date of Birth ___/___/_____ Male Female

ADDRESSES

<u>Station Address</u>	<u>Details of a Second Contact Person</u>
Station Name _____	<u>(NOT at the same address as you)</u>
P O Box _____	Full Name _____
Suburb _____ Postcode _____	Street Address _____
Telephone _____	Suburb _____
Mobile _____	State _____ Postcode _____
Request to receive SMS Notifications: (please circle)	Telephone No. _____
Y N	
Email _____	

MAILING LIST PERMISSION

Please keep me informed of any programs and events that are being held at Carnarvon Public Library

Yes (please e-mail me details) _____ No thanks

Signature _____



Office Use Only:

Note 1 (Identification used) _____ Note 2 (secondary Identification used) _____

Station Number _____ Courier _____

Other comments _____

Date: ___/___/_____ Staff initials: _____

Carnarvon Library Services – Terms and Conditions of Membership

I am required to present my library card when borrowing items in person and understand that items will not be issued if my card is not presented at the time of loan.

I take full responsibility to:

- Ensure all items will receive proper care while on loan to me;
- Return all items on or before the due date to the Library from which they were loaned;
- Pay all charges imposed for item recovery, damage or loss of library items or membership cards.
- Report lost or stolen library card immediately to avoid being charged for any items that may be borrowed by an unauthorized person;
- Notify library staff change of contact details. *(The Library will not be responsible for client non-receipt of invoices or notices due to the client not notifying the Library of changes).*
- Comply with Terms and Conditions of Use associated with accessing e-resources and online databases with the Library card.
- I note that the library is part of the State wide library network and that personal details provided here, may be shared with other participating local government authorities with whom an ICT system is shared.

Borrowers are able to:

- Borrow items for 8 weeks.
- View Reference and Local History items that are not available for loan in the library.

Loan limits are: 40 items per loan period (with a maximum of 10 DVD's).

Public Computers and Wi-Fi Access

Members can use the public computers or wi-fi between opening time and 15 minutes prior to closing. Please request a guest pass at reception.

When visiting the Library:

- Parents/guardians are required to be in attendance at the library and supervise children under the age of 12 at all times.
- Members must abide by the WA Classification (Publications, Films and Computer Games) Enforcement Act 1996 (copy available for viewing at front desk). Users who do not will be prohibited from further use of the service.
- Members must not modify any of the installed hardware or software on any library computer.
- Members can have a total of two people seated at each computer if sufficient space.

Any person attending Carnarvon Library must behave in a responsible and considerate manner in accordance with the Library Boards (Registered Public Libraries) Regulations 1985. Any person behaving in an inappropriate or disorderly manner will be asked to leave the premises.

Read before signing:

I apply for membership of the Shire of Carnarvon Public Library and use of online services. I agree to abide by the terms and conditions on this application form, which I have read and understood. I accept that if I fail to comply, I will forfeit eligibility for use of Carnarvon Library and online services.

Signature: _____

Date: _____