

# CARNARVON PUBLIC LIBRARY AND ART GALLERY



## LIBRARY MEMBERSHIP APPLICATION (TEMPORARY MEMBERSHIP)

### **PLEASE PRINT**

Mr/Mrs/Ms/Miss Last Name \_\_\_\_\_ First Name \_\_\_\_\_  
Permanent Residential Address \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_  
\_\_\_\_\_ Suburb \_\_\_\_\_ Post Code \_\_\_\_\_  
Postal Address \_\_\_\_\_ Suburb \_\_\_\_\_ Post Code \_\_\_\_\_  
Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_  
\_\_\_\_\_ e-Mail \_\_\_\_\_  
Mobile \_\_\_\_\_

### **Address while staying in Carnarvon**

Residential Address \_\_\_\_\_ Suburb \_\_\_\_\_ Post Code \_\_\_\_\_  
Postal Address \_\_\_\_\_ Suburb \_\_\_\_\_ Post Code \_\_\_\_\_

### **Second Contact Person (someone who does not reside at the same address)**

Full Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_ Suburb \_\_\_\_\_ Post Code \_\_\_\_\_

**MEMBERSHIP CARD NO: CL803C** \_\_\_\_\_ **(office use)**

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# Carnarvon Library Services – Terms and Conditions

## Temporary Membership

### **Borrowers are required to:**

- Present your library card each time you want to borrow items from the library
  - Take full responsibility for all items borrowed on your card
  - Notify the library immediately if your card is lost or stolen to avoid unauthorised use
  - Notify the library of any change of contact details, including postal address, telephone number and email address
  - Return all items on or before the due date to avoid charges
  - Pay all charges incurred for damage or loss of items, loss of membership card and late return of items
  - Retain receipt and return this with the membership card on termination and when collecting the bond
- NB: Third parties will require the borrower's written authorisation if collecting the bond on their behalf)

## Loans

### **Borrowers are able to:**

- Borrow items for 3 weeks
  - Renew any item twice providing no other borrower has reserved the item
  - View Reference and Local History items that are not available for loan in the library
- (NB: Inter-Library Loans are not permitted)

### **Loan limits are:**

- Temporary Membership (\$50 Bond) 2 items
- Temporary Membership (\$100 Bond) 4 items including a maximum of 2 DVDs or Audio CDs (combination)

## Online Services

### **Temporary Members can:**

- Use the public computers between opening time and 15 minutes prior to closing (Fees apply)
- Have Wi-Fi access (Fees apply)

### **Users:**

- 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.
- Must not modify any of the installed hardware or software on any library computer
- 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 temporary 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: \_\_\_\_\_

### **Office Use Only**

Identification used: \_\_\_\_\_ Officer's initials: \_\_\_\_\_

Amount paid: \_\_\_\_\_ Receipt No: \_\_\_\_\_

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Refunded: \_\_\_\_\_ Date: \_\_\_\_\_

Borrower's signature: \_\_\_\_\_ Officer's Initials: \_\_\_\_\_