Libraries ACT – Conditions of Membership

I apply for membership of Libraries ACT for myself /my child/ren and will:

- Return library material by the due date,
- Inform you of changes to my personal details,
- Pay for overdue fines, or lost, damaged, stolen library materials plus any administrative fees,
- Be responsible for ALL items borrowed on my card or my child/ren’s card.

I also understand:

- I can renew items that I have borrowed online, over the phone (6205 9000), or in my library branch and if I have any difficulties returning items I can contact Libraries ACT to resolve the situation.
- My membership privileges, including borrowing and using library computers, will be suspended if I have items overdue.
- Overdue fines are charged at 25c per item per day and are applicable to all library members.
- Any items 30 or more days overdue will be considered lost and I will be charged for their replacement plus an administration fee of $6.
- It is the responsibility of parents/guardians, not library staff, to determine what materials are suitable for my child/ren to borrow from the library and what my child/ren access on the Internet.

Having read the conditions above I agree to conform to them.

Privacy & Security of Customer Information

Use of borrower information:

Libraries ACT will not disclose personal information to a third party without the individual’s knowledge and consent, except when we are legally required to do so. The library’s Privacy Statement is available if you wish to read it before completing your membership.

Libraries ACT use of personal information:

- Street address is required for proof of residency in ACT and for sending correspondence such as overdue, request and book club notices.
- Postal address is used for sending correspondence.
• Date of birth is used as an identifier for people with common names; to assign borrower status such as Junior or Senior, and for statistical purposes.

• Pensioner information is used to help plan future services.

• Gender information is recorded as an identifier, for statistical purposes, to help plan future services and for collection development.

• Information collected may be used for reasonable purposes of contact. This information is used within the library only.