# Terms and Conditions for Organisational Home Library Service Membership

The following terms and conditions apply to your membership. You are required to:

* Return library material by the due date or contact Home Library to renew loans.
* Inform the library of changes to your personal details and relevant personal circumstances.
* Pay for lost, damaged or stolen library materials plus any administrative fees.
* Be responsible for **all** items loaned out under your name.

It is important that you know that:

* Your membership can be suspended if you have excessive overdue items or if items are returned damaged to the library.
* Any personal information that you give to the library will be kept strictly private.
* Library staff will access your record to check and edit details, loan or renew items, and request items on your behalf.

A detailed copy of the Libraries ACT terms and conditions and privacy policy are available on the website: <https://www.library.act.gov.au/>

I have read and agreed to the above terms and conditions.

Signature 1: ............................................................................................ Date: ........................

Signature 2: ............................................................................................ Date: ........................

Signature 3: ............................................................................................ Date: ........................

Signature 4: ............................................................................................ Date: ........................

Signature 5: ............................................................................................ Date: ........................