

Christchurch City Libraries Application for Membership

H

Contact Details

First Names: _____

Family Name: _____

Date of Birth: _____

Street Address: _____

Suburb: _____

City: _____

Postcode: _____

Telephone: _____

Cellphone: _____

Email: _____

Postal Address *if different from above* :

City: _____

Postcode: _____

Contact Person

We need the contact details of a friend, relative or employer who can pass on mail if you move, or provide us with your new contact details.

First Name: _____

Family Name: _____

Street Address: _____

Suburb: _____

City: _____

Postcode: _____

Telephone: _____

Cellphone: _____

Parent/Legal Guardian *If Applicant Is Under 16*

First Name: _____

Family Name: _____

Street Address: _____

Suburb: _____

City: _____ Postcode: _____

Telephone: _____

Cellphone: _____

Email: _____

Postal Address *if different from above* :

City: _____ Postcode: _____

Member's Undertaking

I, the applicant

full name (_____) undertake that:

The information provided in the Application for Membership is correct;

I have read, understood and accepted the Conditions of Membership;

I have read and understood the Privacy Statement;

I have authorised Christchurch City Libraries to use the personal information contained in the Application for Membership for the purposes set out in the Privacy Statement;

The Contact Person named in the Application for Membership has authorised me to give their details to Christchurch City Libraries, and has authorised Christchurch City Libraries to use these details for the purposes set out in the Privacy Statement;

The parent or legal guardian who has signed the Application for Membership has authorised me to give their details to Christchurch City Libraries, and has authorised Christchurch City Libraries to use these details for the purposes set out in the Privacy Statement.

Signature

Parent/Legal Guardian Signature. *(If the applicant is under 16)*

Conditions Of Membership as at 1 October 2010

1. You are responsible for items borrowed with your card.
This includes any items borrowed by other people using the card.
2. Most items can be borrowed for 28 days. Beyond that, overdue fines will be payable when the item is returned.
3. You will be unable to borrow if you:
 - don't return items within 27 days of their due date;
 - have unpaid fines or debts totalling \$15.30 or more;
 - have not paid fines or debts that have been outstanding for over a month.
4. You must notify Christchurch City Libraries immediately your card is lost or stolen. You are responsible for items borrowed with the card until the time of notification.
5. To apply for Membership you must supply the following forms of identification:
 - proof of identity (passport or two other forms of identification with one preferably being a photo ID);
 - proof of address (power account, telephone account, or bank statement no more than 30 days old).
6. If you are under 16 years of age at the time of joining, a parent or legal guardian must also sign your Application for Membership. Any communication regarding your membership will be with your parent or legal guardian who, by signing your Application, agrees to be responsible for the use of your card, including any outstanding fines and debts incurred by you.
7. Christchurch City Libraries is not responsible for the choice of items borrowed with your card.
8. These Conditions of Membership may change. The revised Conditions will be displayed on the Library website. You are deemed to have had notice of such changes and agreed to be bound by the amended Conditions whilst you are a member.

Privacy Statement

1. By completing an Application for Membership you are providing personal information about you to Christchurch City Libraries (a unit of the Christchurch City Council). You agree that Christchurch City Libraries may use that information for the purpose of:
 - managing your membership, including maintaining your records, advising you of overdue items, recovering outstanding fines and debts, advising you of library services and events and contacting your nominated contact person;
 - if you are under 16 years of age, discussing with your parent or legal guardian any matters arising from your membership of Christchurch City Libraries.
2. The information may be given to appropriate Council staff and/or a credit agency in the event of Christchurch City Libraries deciding to take action against you for the recovery of outstanding fines and debts.
3. You agree that you may be contacted by post, email and telephone (including automated telephone messages and text messages) and that Christchurch City Libraries will not be responsible for third parties accessing any mail, email or telephone messages sent to you.
4. Personal information about you will be held by Christchurch City Libraries. You may have access to that information and request changes to it.
5. You are not required by law to provide personal information. However, if you do not supply the information requested on the Application for Membership, then Christchurch City Libraries may be unable to process your application.

FOR OFFICE USE			
Local Authority:	<input type="text"/> <input type="text"/>	User Profile (AC/NYC) etc:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Proof of ID:			
1.	<input type="text"/>	Exp:	<input type="text"/>
2.	<input type="text"/>	Exp:	<input type="text"/>
Proof of Address:	<input type="text"/>		
Enrolled by:	<input type="text"/>		
M/F:	<input type="text"/>	Date:	<input type="text"/>