



Card Number: C D

Relationship:
(please print):

AGREEMENT OF APPLICATION



Darebin Libraries
knowledge | inspiration | adventure

I agree to abide by all Darebin Libraries' rules, regulations and expected behaviours, including:

1. Abiding by our rules of entry;
2. Following our Lending Policies and Procedures;
3. Return, or renew, loans before or on the due date;
4. Pay fines for items overdue or returned overdue;
5. Pay for lost or damaged products and membership cards;
6. Notify the library immediately of change of address or loss of card;
7. Borrowing and/or use the products from Darebin Libraries requires that I produce my membership card.

AGREEMENT TO ACCEPT EMAIL/SMS NOTICES

By agreeing to receive email/sms notices I will abide by the following regulations:

1. I Agree to take full responsibility to check my email account for library notices;
2. Darebin Libraries accepts no responsibility for any fines incurred due to unread emails/sms notices and/or incidental perusal of overdue notices by a third party;
3. All notices will be sent to the email address supplied on this form;
4. Notify the library immediately of change of email address or mobile number;
5. Please be aware if you have anti spam software on your email account, notices may be diverted into a junk folder.

AGREEMENT TO USE INTERNET/WIRELESS SERVICES:

1. All customers must be a member of Darebin Libraries and produce their membership card or ID;
2. Darebin Libraries is not responsible for information accessed, viewed or downloaded by customers that is considered sexually explicit or pornographic, obscene, threatening or defamatory;
3. Customers are prohibited from violation of copyright laws, damaging or altering library computer hardware or software;
4. Customers must abide by the library policies and guidelines and follow requests and instruction from staff.

PRIVACY STATEMENT

Darebin Libraries collects your personal information for the purpose of registering and administering your membership. In order to administer your membership we are required to use your personal information to communicate with you regarding your borrowing habits, overdue products, product and reservation requests and mail-outs advising you of specific interests/subjects. We may also use your personal information in order to conduct surveys with you on current and future facilities available at Darebin Libraries in order to provide better services.

Your personal information will not be disclosed except as required by law, in particular the information will not be disclosed to others for marketing purposes. Access and correction of personal information can be requested via a Customer Service Officer. A copy of the City of Darebin Privacy Policy is available upon request and any further queries regarding privacy can be directed to Council's Privacy Officer on 8470 8888.

FOR OFFICE USE ONLY

Staff Name:

Identification: