

**Monash Public Library Service
Conditions of Membership**

- To borrow items you must present your library membership card.
- DVDs, CDs and CD ROMs are available for two week loan; all other items may be borrowed for four weeks.
- You may borrow up to 30 items on your card. These can be borrowed from, and returned to, any branch of the Monash Public Library Service.
- Items may be renewed twice at any branch, by telephone or on the MPLS website (monlib.vic.gov.au) with your card number and PIN. If a reservation has been placed on an item you have on loan, a renewal is not permitted.
- Items may be returned to any branch of the Library. After-hour chutes are available at all branches, except Mulgrave.
- Overdue fines are charged for the late return of items. (See Fees and Charges flyer)
- A reservation and/or inter-library loan service is available for those items which are on loan, available at another branch or at another library service. You can place reservations with library staff, via the public access catalogues at our branches, or through the online catalogue.
- Replacement costs are charged for items lost or damaged whilst in your care.
- If you change your address or name please notify us immediately.
- Please report lost or stolen cards to the library immediately. You will be held responsible for any items borrowed before the loss is reported.
- Membership details are confidential and will not be disclosed to other parties.

Acceptance

If you wish to create a membership for your child, please indicate your acceptance of these conditions by signing below:

Name: Signature:

Monash Public Library Service Registration Form

If you would like to register your child as a library member, please complete their details below, and read and sign the Conditions of Membership on the next page.

Personal Details	
Child's Surname	
Child's First Name	
Child's Date of Birth	
Child's Gender (please circle)	Male Female
Child's Spoken Languages (other than English)	
PIN/PASSWORD (must be between 8-12 characters)	
Guarantor Details	
Your Surname	
Your First Name	
Your Title	Mr Miss Ms Mrs
Residential Address	
Address Line 1	
Address Line 2	
Address Line 3	
Suburb	
Postcode	
Contact Details	
Home phone	
Mobile phone	
Work phone	
Email address (To receive a reminder before your loans are due)	

Do you authorise your child to access the internet at the library? Yes/No
(Please note that Monash Library does not apply any filters to internet access.)

Are you a Monash Library member? Yes/No Membership no: _____