

## Terms & Conditions

Membership Fees apply as a once only charge.

- Individual membership      \$5
- Family membership          \$10

When you become a member of the Community Library you may borrow materials on presentation of your membership card.

Individuals may borrow up to 10 items. Family membership may borrow up to 20 items.

Items may be borrowed for 3 weeks. Two renewals are permitted for each item. Members can renew in person or over the phone. Please have your membership number on hand.

On acceptance of a completed Membership form, accompanied by the fee, new members may borrow items immediately.

Applicants under 18 years must have their form signed by a parent or guardian who will act as guarantor. The guarantor will assume responsibility for any Library materials lost, damaged or stolen whilst on loan to the applicant. They are also responsible for the member's choice of materials borrowed or consulted in the Library.

All Library materials are deemed to be Community resources and are the responsibility of the borrower whilst on loan. Items lost, damaged or stolen whilst in your name will incur a replacement charge and a processing fee to cover costs.

The safe return of items by the due date is the responsibility of the borrower. It is the policy of the Community Library only to impose an overdue charge when it is excessively overdue. We appreciate prompt return of any borrowed item. Long standing overdue items may result in a membership being temporarily suspended until outstanding items are returned.

Whilst all care is taken in maintaining the quality of items such as Videos and CD's, audio-visual items are borrowed at your own risk.

If you change your address or name, please notify us immediately.

Please report lost membership cards to the Library immediately. You will be held responsible for any items borrowed before the card is cancelled.

Membership details are confidential and will not be disclosed to other parties. Please ask for a copy of the Library's Privacy Policy if required.