

1. Applicant Details

First Names	<input type="text"/>	Surname	<input type="text"/>
Postal Address	<input type="text"/>		
Residential Address <small>If different from above</small>	<input type="text"/>		
Contact No's	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Phone	Mobile	Fax
Email	<input type="text"/>	Date of Birth	<input type="text"/>

Two forms of ID are required to complete this application. One must have your current residential address and the other with your signature.

Proof of Residence	<input type="text"/>	I.D	<input type="text"/>
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Workplace / School	<input type="text"/>
Address	<input type="text"/>
Phone	<input type="text"/>

2. Alternative Contact

An alternative contact is required. This may be a friend, relative or employer and must live at a different residential address.

First Names	<input type="text"/>	Surname	<input type="text"/>
Postal Address	<input type="text"/>		
Phone	<input type="text"/>	Mobile	<input type="text"/>

3. Parent/Legal Guardian (if applicant is under 18 years of age)

First Names	<input type="text"/>	Surname	<input type="text"/>
Postal Address	<input type="text"/>		
Phone	<input type="text"/>	Mobile	<input type="text"/>
Relationship to applicant	<input type="text"/>	Email	<input type="text"/>

4. 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 the Waitomo District Library to use the personal information contained in the Application for Membership for the purposes set out in the Privacy Statement;

The alternative contact named in the Application for Membership has authorised me to give their details to Waitomo District Library;

The parent/legal guardian who has signed the application for membership has authorised me to give their details to Waitomo District Library.

<input type="text"/>	<input type="text"/>	<input type="text"/>
Signature	Parent/Legal Guardian Signature (if the applicant is under 18)	Date

Conditions of Membership

1. Membership is free to all residents of the Waitomo District. Membership Cards are \$2.50 payable upon application.
2. You must present your card at the time of borrowing.
3. You are responsible for items borrowed with your card and any charges or fees that result from its use. This includes any items borrowed by other people using the card.
4. Most book items can be borrowed for 21 days. Beyond that, overdue fines will be payable when the item is returned. Please check the Fees and Charges Schedule for a detailed list of Library loan periods and fees.
5. You will be unable to borrow if you:
 - have unpaid fines or debts;
 - if family members living at the same address have unpaid fines or debts;
 - you are unable to present your library card at the time of borrowing.
6. Library staff may at their discretion, limit the number of items borrowed at one time.
7. Items may be renewed for an additional issue period if they have not been requested by another library member. This may be done over the phone or online and the renewal fee, if any, is to be paid when the item is returned. Items may only be renewed once. Overdue charges still apply if renewals are made after the item has become overdue.
8. It is illegal to remove any material from the Library without first having it issued. Offenders will be prosecuted.
9. You must notify Waitomo District Library immediately your card is lost or stolen. You are responsible for items borrowed with the card until the time of notification.
10. To apply for membership you must supply the following forms of identification:
 - proof of identity (passport or other form of identification with signature and preferably being a photo ID);
 - proof of address (telephone account, power account or bank statement no more than 30 day old).
11. If you are under 18 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.
12. Waitomo District Library is not responsible for the choice of items borrowed with your card.
13. 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 Waitomo District Library (Waitomo District Council). You agree that Waitomo District Library 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 18 years of age, discussing with your parent or legal guardian any matters arising from your membership of Waitomo District Library.
2. The information may be given to appropriate Council staff and/or a credit agency in the event of Waitomo District Library 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 or telephone (including automated telephone messages and text messages) and the Waitomo District Library will not be responsible for third parties accessing any mail, email or telephones messages sent to you.
4. Personal information about you will be held by Waitomo District Library. 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 Waitomo District Library may be unable to process your application.

Office Use Only

Library Barcode Number

Proof of ID:

Exp

Proof of Address

Male/Female

Enrolled by

Date