



# HURUNUI DISTRICT LIBRARIES CONDITIONS OF MEMBERSHIP

(AS AT MARCH 2023)

## CONDITIONS OF MEMBERSHIP

1. You are responsible for the items borrowed on your card. This includes any items borrowed by other people using your card.
2. Most items can be borrowed for 21 days. If no one else has reserved the item, you can have it renewed for 2 additional periods of 21 days each.
3. You will be unable to borrow items if you:
  - Have unpaid fines or debts totaling \$10 or more.
  - Have not paid fines or debts that have been outstanding for more than 9 weeks.
4. You must notify Hurunui District Libraries immediately if your library card is lost or stolen. You are responsible for items borrowed on the card up to the time of notification.
5. To apply for Membership, you must supply the following items:
  - Proof of identity, photo ID required (e.g. driver's license, passport, student ID)
  - Proof of address (e.g. utilities bill, 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 or debts incurred by you.
7. Hurunui District Libraries are not responsible for the choice of items borrowed on 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 yourself to Hurunui District Libraries (a unit of Hurunui District Council). You also agree that Hurunui District Libraries may use the 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 Hurunui District Libraries.

2. The information may be given to appropriate Council staff and/or a credit agency in the event of Hurunui District 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 Hurunui District Libraries will not be responsible for any third parties accessing any mail, email, telephone, or text messages sent to you.
4. Personal information about you will be held by Hurunui District 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 Hurunui District Libraries may be unable to process your application.

## MEMBER'S UNDERTAKING

As a member of the Hurunui District Libraries, you undertake that:

- The information provided in the Application for Membership is correct.
- You have read, understood, and accepted the Conditions of Membership.
- You have read and understood the Privacy Statement.
- You have authorized Hurunui District 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 you to give their details to Hurunui District Libraries, and has authorised Hurunui District Libraries to use these details set out in the Privacy Statement.
- The parent or legal guardian who has signed the Application for Membership has authorised you to give their details to Hurunui District Libraries, and has authorised Hurunui District Libraries to use these details for the purposes set out in the Privacy Statement.