

# **Waikato District Council Library Membership Terms and Conditions**

## **Who do these terms and conditions apply to?**

These terms apply to any individual, guardian or organisation who completes and submits a library membership application.

## **Terms and Conditions**

### **Your responsibilities as a library member**

As a member of a WDC library you agree to the following:

1. You are responsible for all items that are borrowed on your library card, even if they are lost or stolen;
2. You must notify the library as soon as possible if your membership card is lost or stolen;
3. All items must be returned on time, in good condition and you agree to pay for damaged and lost items;
4. Any lost items returned 12 months after the due date will not be refunded;
5. Any debt owing over \$50 for more than 45 days will be sent to a debt collection agency;
6. You will notify the library of any change of address, phone number and/or email address;
7. Members must not damage any property of the libraries. The library reserves the right to seek payment for any damages incurred; and
8. Members must not direct any offensive behavior towards staff or other members in the facility. WDC staff reserve the right to remove members from any library facility for disruptive behavior.
9. Your personal information will be collected, used and stored in accordance with WDC's Library Privacy Statement.
10. Your membership is ongoing unless you have been inactive for 3 years or you have actively contacted your local library to cancel your membership.

### **Acceptance of Terms**

The terms and conditions are deemed accepted when an application for library membership is submitted to any Waikato District Council (**WDC**) library.

WDC reserves the right to make changes to these terms from time to time, any updates will be notified on our website.

### **Cancellation of Membership**

You may cancel your membership at any time by any of the following options;

- calling 0800 492 452

- email [info@waidc.govt.nz](mailto:info@waidc.govt.nz) or
- in person at any Waikato District library