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City of Bayswater Library Service

Standard Membership - Terms and Conditions

By signing the Membership Register the applicant is agreeing to abide by the Terms
Items may only be loaned following the provision of one of the following:

- the member's City of Bayswater Library Service membership card
 - the member's personal identification number (PIN), or
 - photographic identification, e.g. driving licence, passport, student ID.
- Members may only use PINs and photographic ID to borrow against their own membership or the membership of their child or dependent.
 - Members may be charged a fee if a replacement membership card is required.
 - Borrowing Privileges
 - Members can borrow up to 15 items at a time.
 - A limit of 8 DVD applies.
 - The standard loan period is 21 days. A shorter period may apply to high demand items.
 - Items on loan that have not been reserved by another member can be renewed twice before having to be physically checked-in.
 - No item can be removed from the City's Libraries unless the item's details have been recorded against the borrower's membership record.
 - Members or their parents/guardians are responsible for returning to a City of Bayswater Library, in good condition and by the due date, all items borrowed.
 - Members or their parents/guardians will be charged for the cost of items that are lost, stolen or damaged while on loan to the member.
 - Members cannot borrow items, request or reserve item, or obtain access to the Public PCs while their memberships have outstanding charges
 - Members must notify the Library Service of the loss or theft of a Library Card. Until reported, members are responsible for any debt that may stem from the use of their card.
 - Members are required to inform the Library Service of changes to their residential, telephone or email details.

eMembership - Conditions of Use

By signing the Membership Register applicants are agreeing to abide by the Terms and Conditions set out below.

- Access to the Public PCs is managed by a computerised booking system.
 - The system requires users to enter their membership card number and PIN.
 - This information will be supplied to members if they provide photo identification, e.g. driving licence, passport, student ID.
- Members may be charged a fee if a replacement membership card is required.
- Members must notify the Library Service of the loss or theft of a Library Card. Until reported, members are responsible for any debt that may stem from the use of their card.
- Members cannot obtain access to the Public PCs while their memberships have outstanding charges.
- Before commencing a Public PC session, users will be required to accept terms and conditions of use. These terms and conditions will be displayed on screen after the entering of their membership card number and PIN.
- Library staff members may not be able to assist members with questions or issues that arise from their use of the Public PCs.