

Application Library Membership

How do I join?

Complete the application form and register in person at Douglas Libraries.

You will need photo identification and proof of address.

The following may be used:

Photo ID (current)

- Driver's licence with photo
- Daintree River Ferry card
- Education Institution ID card
- Public service employee ID card
- Over 18's card
- Passport

ID confirming Queensland address (current)

- Douglas Shire Council rates notice
- Electricity, gas, telephone account
- Centrelink form
- Contract to purchase, current lease
- QLD vehicle registration certification / vehicle registration renewal notice for coming period
- Bank statement
- Electoral enrolment card

Other:

- Medicare card (required to join children)

TERMS & CONDITIONS OF MEMBERSHIP

I agree to abide by Douglas Libraries policies and condition of use:

- A membership card is issued upon joining. Your membership card is required to borrow items, to renew items online, to use computer facilities in the Library. All items borrowed are the responsibility of the card holder.
- You may borrow up to 15 items on your card. These can be borrowed from and returned to any branch of the **RLQ network**. Please note Cairns Libraries IS NOT a member of the RLQ network.
- Items may be renewed online. There is a maximum of 1 renewal per item. Items reserved by another customer will not be renewed.
- As a library member it is your responsibility to return or renew items by the due date.
- Lost or damaged library items on your Library card are your responsibility and will incur replacement charges.
- Membership may be suspended if you have overdue items and/or outstanding charges.
- Parent and guardians are responsible for the supervision of their children while visiting the library and their children's selection and use of library materials and services, including access to the internet.
- Public access computer facilities must be used responsibly – with respect to the rights and interests of others, and understanding the risks involved. Communication over the internet is largely unregulated and Douglas Libraries does not independently filter or vet content received at our public terminals. People use computer facilities at Douglas Libraries at their own risk. Patrons must comply with the Douglas libraries internet policy.
- Members must obey at all times the direction of library staff.
- Please notify staff if you change your address.
- If your card is lost, please contact Douglas Libraries.
- Membership details are confidential and will not be disclosed to other parties.

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SECTION 1 – APPLICANT DETAILS

Applicant Surname:		Title:	
First Name:		Middle Names:	
Date of birth:	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
On behalf of Institution Name:			
Mailing address:			
Suburb/Town:	State:	Postcode:	
Residential address:			
Suburb/Town:	State:	Postcode:	
Email:			
Telephone:		Mobile:	
Do you wish to subscribe to the Library newsletter? (email address required)		<input type="checkbox"/> Yes	<input type="checkbox"/> No

DECLARATION

I _____ declare that the information provided by me in this application is true and correct and I have read and understand the 'Terms & Conditions' of membership. I consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regards to any matters relevant to this application.

Applicant Signature:		Date:	
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Douglas Shire Council – Information Privacy Statement

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the Local Government Act 2009. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.

OFFICE USE

Barcode:

SECTION 2.1 – SIGN UP OTHER FAMILY MEMBERS WHO ARE UNDER 18 YEARS OF AGE**OFFICE USE**

1. Family Member

Barcode:

1. Applicant Surname:

Title:

First Name:

Middle Names:

Date of birth:

 Male FemaleAddress: As above or**SECTION 2.2 – SIGN UP OTHER FAMILY MEMBERS WHO ARE UNDER 18 YEARS OF AGE****OFFICE USE**

2. Family Member

Barcode:

2. Applicant Surname:

Title:

First Name:

Middle Names:

Date of birth:

 Male FemaleAddress: As above or**DECLARATION BY LEGAL PARENT/GUARDIAN OF APPLICANT IF UNDER 18**

I _____ declare that the information provided by me in this application is true and correct and I am the legal parent/carer of the applicant and consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regards to any matters relevant to this application.

Applicant Signature:		Date:	
Name of parent/carer:			

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