

Application form to join all Lewisham libraries

Please complete this form in CAPITALS. You will need to present it to a member of library staff with an official document proving your name and address. Thank you.

Family name: _____ Title: _____ Forenames: _____

Address: _____

Post Code: _____

Telephone No. _____ Email address: _____

Date of birth (dd/mm/yy): _____

Please tick the relevant boxes below to help us provide the services you need:

Sex: Male Female Age (if under 18): _____

Age group: Under 5 5-13 14-17 18-59 60+

Do you consider yourself to have a disability? Yes No

If 'Yes', please give details: _____

Please tick the box which best describes your ethnicity:

- | | | |
|--|--|--|
| <input type="checkbox"/> Asian/Asian British - Bangladeshi | <input type="checkbox"/> Chinese | <input type="checkbox"/> Vietnamese |
| <input type="checkbox"/> Asian/Asian British - Indian | <input type="checkbox"/> Mixed - White & Asian | <input type="checkbox"/> White - British |
| <input type="checkbox"/> Asian/Asian British - Pakistani | <input type="checkbox"/> Mixed - White & Black African | <input type="checkbox"/> White - Irish |
| <input type="checkbox"/> Asian/Asian British - Any other | <input type="checkbox"/> Mixed - White & Black Caribbean | <input type="checkbox"/> White - Any other |
| <input type="checkbox"/> Black/Black British - African | <input type="checkbox"/> Mixed - Any other | <input type="checkbox"/> Any other* |
| <input type="checkbox"/> Black/Black British - Caribbean | <input type="checkbox"/> Turkish | |
| <input type="checkbox"/> Black/Black British - Any other | <input type="checkbox"/> Turkish/Cypriot | |

* Please provide details for 'Any other': _____

Recommender's name and address

(if applicant is under 14 we will need to see two proofs of recommender's name and address)

Post Code: _____

Signature of recommender: _____

I apply for membership and agree to abide by the terms & conditions of Lewisham Library and Information Service, including those relating to acceptable use of computer equipment on library premises, and agree to use of this data as set out in the terms and conditions.

Signed: _____ Date (dd/mm/yy): _____

STAFF USE ONLY

Statistical class:	M	F	C	J	YA	A	S								
AS B BA BC	BO	CH	I	MO	O	P	V	WAS	WB	WBA	WBC	WI	WO		
Loan type:	A	J	STA	I	P	T	S	OL	CV	CM	BS				
Ticket number:	B											Pin:			
Smart Card number:															

Terms & Conditions of library membership

- Who may join?
Anyone who lives, works or studies in the 33 London Boroughs.
- To obtain a card,
please complete our registration form and show us one official document which proves your full name and current address. If you are unable to do this, we may still be able to help you join, so please ask for assistance.
- If you are under 14 years old,
we ask that a parent, legal guardian or teacher act as a guarantor.
- We ask that you provide a date of birth. We have legal obligations regarding the loan of classified video and DVD materials and also use data provided to apply concessionary rates to benefit customers.
- We ask for additional information (ethnic origin, email and phone details) to help us plan and provide a better service.

When you become a library member

- You are entitled to borrow from all Lewisham Libraries. You are responsible for everything taken on your card: You should not lend it to anyone, including members of your own family. If you lose your card, please tell us immediately. We make a small charge to replace a lost card, which is waived on production of a Police Crime number document showing that it has been stolen.
- You are entitled to free use of the computers in the library and access to the library reference resources online
- Whatever your age, you may borrow free of charge
Up to 12 books or talking books for 3 weeks and...
- Whatever your age, you may also hire
Up to 6 Music CDs for 3 weeks and...
Up to 3 Videos or DVDs (loan periods vary) and... Up to 2 CD-ROMs for one week and...
1 Playstation for one week
- Where hire charges apply, they are collected as you borrow. With the exception of our well-established Music CD collections, items for hire have to be returned to the library where they are hired.
- Most of our lending library stock is free to borrow, is easily renewed, and may be returned to any Lewisham Library. The items are due back by the date stamped at the check-out desk; charges are made for late return (concessions apply).
- Re-registering.
You must inform us if you move home and wish to continue to use the service. Otherwise, every two years, you will be asked to re-register and provide current proof of your name and address.
- Data Protection
Your personal information is kept securely at all times and only those persons who are authorised have access to it. There may be occasions when your data will be shared within the Council when required by law or with contracted organisation when required to deliver specific services. In these cases, only minimal information will be shared and you will be informed. If you require further information please contact Corporate Information Governance on 02083149928 or at dpa@lewisham.gov.uk

For further information, access to online resources and the latest library events see <http://www.lewisham.gov.uk/Libraries/>