Library Membership Terms and Conditions

1. Applicants must provide suitable proof of identity, based on a 100-point identity check to be considered eligible for library membership that includes photograph, full name, Western Australian permanent residential address and signature. Approved documents are outlined below.
2. Applicants unable to provide proof of Western Australian permanent residential address (eg. hotel, motel, Caravan Park addresses) or visitors to Western Australia are considered Temporary Residents. Temporary memberships are valid for three months and allow borrowers to loan up to ten items at a time.

3. Library items must not be removed from the building unless they are registered as a loan.

4. Members must present a library card or virtual equivalent to loan any item from the Libraries. We reserve the right to request photo identification to verify your library membership.

5. Members are responsible for any items borrowed on a lost/stolen card until the card’s loss is reported to the Library.

6. Members must notify the library of any changes to your contact details.

7. Members are responsible for ensuring that borrowed items are returned in good order and by the due date.

8. Borrowing rights, Public Computer and Internet Services are suspended while there is an outstanding fee on a membership.

9. Members may be required to pay the cost of repair or replacement of library items returned in a damaged condition.

10. Members will be required to pay the cost of items lost or not returned. If an item is one volume/part within a set or series of volumes, the Member may be required to pay the total cost of the series or set.

11. Parents/Guardians are responsible for:

(a) items and any debts incurred on their child’s card.

(b) monitoring their child’s selection and use of library resources.

(c) supervision of their children in the library, including Public Computer Access.

12. Library cards are not transferable.

13. Institutions who wish to join must provide a letter, on the institution’s letterhead, with details of the person who will be responsible for any lost/damaged items. The letter must be renewed yearly.

14. Members may borrow 20 items for a 21 day period.

15. Items on loan will be automatically renewed for a maximum of five renewals, providing they are not reserved, an interlibrary loan or have reached the maximum renewal.

16. Temporary or permanent suspension may apply to any library member who seriously misuses the libraries.

17. Library Membership Terms and Conditions are subject to change without notice.

Approved 100 point-identity check documents include:

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| **Type** | **Point Value** |
| Western Australian Drivers Licence  | 70 |
| Passport | 70 |
| Working with Children card | 70 |
| Birth Certificate | 70 |
| Australian Citizen Certificate  | 70 |
| Centrelink  | 40 |
| Tertiary Student card | 40 |
| Proof of Age card | 40 |
| Companion Card | 40 |
| Home Loan | 35 |
| Lease Agreement | 35 |
| Council Rate Notice | 35 |
| ATM Card, Credit card, bank book | 30 |
| Medicare card | 30 |
| Utilities Tax Invoice | 25 |
| Marriage Certificate | 25 |
| Western Australian Library Card | 25 |
| International Drivers Licence  | 25 |