



## South Perth Libraries Membership Terms and Conditions Guidelines

### 1. General

By accepting these Terms and Conditions of Membership members agree to the following conditions:

- 1.1 By accepting to register as a member on the Library database and take possession of and sign a library card members agree to the Terms and Conditions of Membership.
- 1.2 Present a library card or virtual equivalent to loan any item from the Libraries. Items will not be issued if a library card or virtual equivalent is not presented at the time of loaning. We reserve the right to request photo identification to verify your library membership.
- 1.3 Take responsibility for the physical condition and punctual return of all items on loan from the libraries.
- 1.4 Parents/Guardians are responsible for items on all cards issued to children in their care.
- 1.5 Libraries are not responsible for the loans made by children with regard to materials and content.
- 1.6 Notify the libraries immediately if your card is lost. The person to whom the card was issued retains the liability for any items/charges incurred prior to such notification.
- 1.7 Library cards are not transferrable.
- 1.8 Unless a police report number is provided, payment for a replacement library card is required when lost.

- 1.9 You must notify the libraries of change of address, telephone number or email address.
- 1.10 Return items on loan from the libraries on, or before the due date.
- 1.11 Examine all items prior to loaning. Any damaged or missing items (e.g. torn pages, discs missing) must be reported to library staff.
- 1.12 Not to repair items.
- 1.13 Members are required to behave in a manner which does not disturb or interfere with other patrons or staff. Members may be evicted from the library for breach of this clause.
- 1.14 The libraries reserve the right to refuse to loan items to members who do not satisfy the age requirement for those categories. E.g. R and MA15+ rated items.
- 1.15 The Terms and Conditions of Membership are subject to change without notice.

### 2. Penalties

By accepting these Terms and Conditions of Membership members agree to the following conditions:

- 2.1 The member is required to pay all charges for the replacement or repair of items that were lost or damaged while on loan to/in use by them, or a person under their care.
- 2.2 Where an item is lost, damaged or missing parts, the member will receive a remittance. The charges may include the cost of full replacement and an administration fee.
- 2.3 An overdue item fee will apply for each item returned 15 days post due date.
- 2.4 Where a remittance remains unpaid, members will be suspended and refused access to library services, including loans and use of public computers.

- 2.5 If a family has outstanding charges on two or more cards, the library reserves the right to suspend other family member cards until all outstanding financials are resolved.
- 2.6 Requests for waiving of fines must be submitted in writing to the Manager of Library Services.
- 2.7 The libraries reserve the right to proceed with debt collection services for recovery of library items and/or outstanding fees. A debt collection fee will be applied to the member's membership.

### **3. Internet, Online Services, WiFi and Gaming Consoles**

By accepting these Terms and Conditions of Membership members agree to the following conditions:

- 3.1 Members must have their library card or virtual equivalent with them to access the computers and gaming consoles.
- 3.2 Members must not transmit, obtain possession of, demonstrate, advertise or request the transmission of objectionable material.
- 3.3 If there is any doubt as to whether material is objectionable/restricted, it should be considered objectionable/restricted.
- 3.4 Members must not use the internet to transmit restricted material to a minor.
- 3.5 Internet access is a filtered service. The filter cannot guarantee that all questionable sites will be filtered or that safe sites will not be restricted.
- 3.6 The City of South Perth is not responsible for the content of any online services including security, accuracy, timeliness or usefulness. The City of South Perth cannot be held responsible for breaks in service due to technical problems outside its control.

- 3.7 Persons under the age of 18 must have a Parent/Guardian read and agree to these Conditions of Use. Responsibility for supervising minors remains the responsibility of the Parent/Guardian. Internet access may be granted for minors by a parent/guardian verbally to a staff member.
- 3.8 Be advised that online content may be accessed which may be illegal, offensive or objectionable to children and adults.
- 3.9 Users are not permitted to modify the installed software or hardware in any way.
- 3.10 Members must respect copyright laws and licensing agreements nationally and internationally.
- 3.11 The libraries cannot guarantee more than a single booking period. Members are responsible for finishing any online activity before the session times out.
- 3.12 The library has gaming consoles and games rated G and PG available for use in the library. Consoles are only available outside of school hours.
- 3.13 Misuse of a gaming console and/or exhibiting disruptive behaviour, (e.g. being loud, bullying or swearing), will result in the loss of privileges. 1st offence = 1 week gaming suspension. 2nd offence = 1 month gaming suspension. 3rd and final offence = 12 month gaming suspension.
- 3.14 I am aware that any damage, loss to a gaming console, game or accessory may result in the replacement cost, that being the current recommended retail price.