

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: _____

Email address: _____ **Date of birth (dd/mm/yy):** _____

Telephone No. _____ / Mobile Number _____

Send Pre-Overdue Email Notices (avoid fines): Email Text Post

Would you like to receive email alerts regarding service updates and events YES/NO

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

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

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: _____

Do you give permission for your child (under 14) to use the internet in the library? **YES/NO**

I apply for membership and agree to abide by the terms & conditions of Lewisham Library & 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

Ticket number:						Pin:
Be Active Scheme:	Senior (60+)	Disability	Benefits	Carer	Student	LAC (0-21)
ID Shown:	Age & Residency	LBL/DWP	LBL/JCP/HMRC	Agency or See below	Card/Letter	CYP
Person with Carer						Pin:

Terms & Conditions of library membership

- Who may join?
Anyone who lives, works or studies in the 33 London Boroughs. Lewisham Membership gives you access to over 100 libraries which make up the London Libraries Consortium.
- 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 plus any London Libraries Consortium collections. 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 all London Libraries Consortium libraries and access to the library reference resources online: <http://www.lewisham.gov.uk/Libraries/>
- 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 DVDs (loan periods vary) and...
1 Playstation game for one week
- Where hire charges apply, they are collected as you borrow.
- Most of our lending library stock is free to borrow, is easily renewed, and may be returned to any LLC Library. The items are due back by the date stamped at the check-out desk or printed on the receipt at the checkout terminals; 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 Act 1998
Your personal information is kept securely at all times and only those persons who are authorized to provide library services within the London Libraries Consortium have access to your data. There may be occasions when your data will be shared within the Council when required by law or with contracted organisations when required to deliver specific services such as leisure concessions. 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.