www.denmark.wa.gov.au
P: (08) 9848 0300 **E:** info@denmark.wa.gov.au
953 South Coast Highway (PO Box 183), Denmark WA 6333

Privacy Collection Notice: The Shire of Denmark collects your personal information to deliver services and meet our legal obligations under relevant laws. We handle your information in accordance with the *Privacy and Responsible Information Sharing Act 2024* and other applicable legislation. Your information is stored securely and kept only as long as required. It may be shared internally at the Shire of Denmark to aid our customer service delivery and may be shared with other government agencies if required by law. If you do not provide your information, the Shire may not be able to provide services to you.

You can request access to or correction of your personal information by contacting the Shire of Denmark Privacy Officer at info@denmark.wa.gov.au. **For more information, visit www.denmark.wa.gov.au/privacy**

Public Library Membership Form

New Member Details *(Under 16 years needs a parent/guardian to sign)*		
First Name	Surname	Date of Birth
Email Address		
Phone Number(s)		
Residential Address		Post Code
Postal Address (If different from above)		Post Code
How would you like to receive Notices? (Reminders & Reservations) SMS ☐ EMAIL ☐ If no email or mobile is provided, you will be notified by mail or phone	Guarantor Contact Details Name Phone Number	

For additional cardholders and people under 16 years of age.
Please be aware that as primary cardholder, or parent/guardian, you are responsible for resources borrowed by any children listed below

Title	Name	Date of Birth

Please indicate if you would like to keep in touch via

☐ Denmark Library eNewsletter	☐ Shire of Denmark SMS Alerts	☐ Denmark Direct – Shire monthly eNewsletter

Please indicate if you wish to join the Toy Library ☐

Membership Terms and Conditions

Members are responsible for use of their library card and for all items on loan to them.

Please:

- Take good care of all items and ensure that they are returned in good time for enjoyment by the rest of the community
- Protect items from any damage, including weather, food, moisture, excessive heat, sand or the like.
- Report any item that is lost or damaged
- Do not undertake any repairs at home or make marks or notes on the items.

Please Be Aware:

- Members may be charged for items that are damaged, defaced or lost. Assessment of any charges is made by the Denmark Public Library in conjunction with the State Library of WA
- Membership entitlements may be suspended if overdue items are not returned, or fees and charges are un-paid.

Toy Library

Duty of Care - I undertake that all toys lent to my family shall be properly cared for while in our possession. If a toy is lost, destroyed or becomes unusable, I accept full responsibility for paying for it at the discretion of library staff.

Release - I assume complete and full responsibility for any and all injuries to any person or persons that result in whole or in part from using the toys I borrow from the Denmark Toy Library. I hereby release the Shire of Denmark from any claim or liability whatsoever, resulting in injury to myself or any other person who uses the toys while borrowed by me, and I hereby indemnify the Shire of Denmark against any claim, loss, damage or liability whatsoever arising as a result of the use of the toys borrowed by me.

Items will be returned in good order, complete and clean.

Members must also comply with all other requirements under the Library Board of Western Australia Act 1951, Library Board Regulations and the Denmark Public Library Public IT Use Policy.

I hereby agree to the Membership Terms and Conditions

Signature _____ Date_____

OFFICE USE ONLY	☐ ID SIGHTED	☐ MAILCHIMP	☐ SMS ALERT	☐ DENMARK DIRECT
	☐ TEMPORARY MEMBERSHIP	☐ VISITING MEMBER WA LIBRARY	☐ TOY LIBRARY MEMBERSHIP	

Denmark Public Library Terms and Conditions

Members must comply with the Library Board of Western Australia Act 1951, the Library Board Registered Public Libraries Regulations 1985 and the Denmark Public Library Public Internet Access Conditions of Use.

Damaged items

Members may be required to pay the repair costs for library items returned in damaged or imperfect condition, as determined by Denmark Public Library.

Lost items

Members may be required to pay the cost of items lost or not returned after notice requesting the return has been issued. If the item is one volume, or part of a set or series and it is found impractical to replace that volume or part, the member may be required to pay the cost of replacement of the whole volume, or at the discretion of the Denmark Public Library, compensate the library for the loss or damage sustained.

Public Internet Access Conditions of Use

All computer access in the library is provided free of charge. Users must adhere to any booking arrangement imposed by the library on the use of computers.

Computers are available on a first-come, first-served basis and are provided as a self-service facility. Sessions will be limited to 60 minutes. Extension of time may be possible upon request but depends on demand.

Users must not intentionally access material that is pornographic, offensive or objectionable to other members of the public or staff. The library has a duty under the WA Censorship Act 1996 and the Broadcasting Services Amendment (Online Services) Act 1999 to ensure that material of this nature is not displayed in the library.

Users must not intentionally misuse the equipment or the service and must comply with staff directives. The service is to be used responsibly, taking into account copyright, privacy, harassment, and libel laws at all times. The library reserves the right to monitor and record the use of computers.

The library does not guarantee or accept any liability for the accuracy, authority, timeliness, or usefulness of the information for any purpose.

The library can accept no responsibility for any error or damage to property caused by equipment, nor for any consequential loss or damage to disks, data or programs.

Children are permitted to use the internet unattended, but supervision or restriction of a child's internet access is the responsibility of a parent or legal guardian. For the library's purposes, a child is defined as a person under 18 years of age.

Users shall not attempt to use the computers for any purpose other than the options provided on the system and are not permitted to modify the installed hardware or software in any way. Tampering with, altering, editing, or damaging computer hardware or software will be grounds for revocation of computer use privileges, and may result in suspension of library privileges.

Users must pay the current charges for all pages printed, including test pages and wastage not caused by printer malfunction.

The library reserves the right to:

- Deny access or to restrict access to certain sites and/or material
- Terminate a client's internet privileges if any of these conditions are breached
- Terminate use of the computer without recompense at its absolute discretion.