



## Membership and Terms & Conditions (June 2015)

### Becoming a member

Membership of the library is free. You can join at any age and use the library services. If you are under 18 years you should ask your parent/guardian to accept the terms and conditions on your behalf. Please click [here](#) for [information](#) on the range of services that are on offer at your library. You can renew your membership annually.

### Joining the library

Your library is part of the [national library system](#). This allows access to all public libraries in Ireland.

You can join the library service online or in your local branch library. You will be a member in the authority in which you live and you will have access to the public library services across the country.

In order to join a person must complete an application form, either online or in person. S/he must visit a library and produce photographic identification (who they are) and proof of address (where they live) to activate membership. Children under 18 do not need to provide photographic identification.

Children and young people under the age of eighteen years must get the permission of a parent or guardian to join the library. Parents/guardians are responsible for their children in the library, their children's selections and use of library materials and services, including access to the Internet.

Adults can access the Internet in the library, subject to the Internet access policy.

Your library card is individual to you. It may not be used by anyone else. Bring your card to the library every time you visit.

You are asked to advise library staff, as soon as possible, of any changes in membership details or loss of library card.

### Membership Conditions

Membership will allow you to use the library services as follows:

-Adult – access to all library collections, services and to the Internet subject to the Terms and Conditions outlined.

-Child under 12 – access to the children’s library, to DVDs up to a PG rating, and to children’s Internet services.

-Young Adult 12-14 – access to the adult library, to DVDs up to a 12 rating, and to children’s Internet services.

-Young Adult 15-17 – access to the adult library, to DVDs up to 15 rating, and to internet services.

You can borrow a maximum of 12 items at any time.

You must at all times observe the Library’s Code of Conduct while using the library facilities.

You must comply with the conditions of the Copyright and Related Rights Act 2000.

Public libraries operate within the statutory framework in relation to all services including the Code of Behaviour for the protection and safeguarding of children in public libraries 2014. Library users must comply with all associated requirements.

## **PIN**

A PIN will be issued with your membership card at the time you join the library. This number will be required to use any of our PCs or online services.

PINs can be changed at the branch, or online - our web site address [www.etc](http://www.etc)

If you forget your PIN take proof of ID to your nearest branch library and a new one will be allocated to you.

It is your responsibility to ensure that your PIN is not shared with anyone else, written on your library card or anywhere that would compromise the safety of your PIN.

## **Fees and Charges**

Fines or fees no longer apply under the new National Strategy.

The public library strategy ***Our Public Libraries 2022*** was published in July 2018 by the Department of Rural and Community Development, the City and County Management Association and the Local Government Management Agency This national strategy identifies the importance of maximising access to the public library service, stating that ***the library is a free lifelong resource that should be available to all without barriers or charges.***

## **For Library Members this means**

- Members will no longer have to pay fines from 1st January 2019.
- Loan periods will remain the same and the same reminder notices will still be sent to users.
- On receiving a third reminder notice, which will be sent nine weeks from the date of the item becoming overdue, all library membership card holders (children and adults) will have their borrowing privileges temporarily suspended until items are returned / or in the case of children’s items, the loss is declared to the library. All suspensions are lifted once the overdue items are returned or any replacement charges paid.

- Replacement charges will not apply to children's items.  
Children up to the age of 18 will not be charged for replacement of lost or damaged items.
- Adults over 18 will be charged for lost or damaged adult items.

Charges for lost or damaged items will be charged at the purchase price of the item as recorded in the catalogue record.

- Replacement charges can be paid at any library branch, regardless of where the item originated from.
- We are promoting and encouraging members of the public to return undamaged, overdue library items to their local libraries particularly in the period 1st January -31st March 2019. There will be no fines to pay and memberships can be reactivated on the spot for users to begin using their local library again.

You can receive an email reminder 3 days before your item is due back once you sign up for email alerts. You can renew your items online, by telephone or in person at a branch. With email alerts, you will also receive an alert the day after your item's due date. Regardless of which alert systems you choose (SMS, email and/or print), you will receive an overdue notice 20 days after your initial reminder. If the item is not returned or renewed, a second notice will be issued 42 days after the first notice.

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## **Acceptance**

I accept the terms and conditions.