



## Hobart Buddhist Meditation Centre

### Library Borrower Terms and Conditions

#### ❖ Loans

- TCDF members may borrow items from the library.
- Non-TCDF members may borrow from the library after payment of an annual subscription fee of \$30.
- Borrowers must show library staff formal identification on borrowing items, for example a Medicare card, driver's license, Centrelink card.
- Borrowers are responsible for all items borrowed and must not loan them to another person.
- Borrowers may borrow a maximum of two items at a time.
- The loan period is 28 days and borrowers may renew items for an additional month once only, and as long as no-one else has reserved the item.
- When items are borrowed, a slip with the due date of return will be included with the items.
- Loans must be returned by the due date or renewed.
- Renewal of loans can be done by either bringing the items to the library or informing library staff by email.
- Items borrowed shall be maintained and returned in good condition. If items are lost or damaged while on loan, the borrower must pay for, or supply, a replacement.
- Reference books are for consultation within the library only.

#### ❖ Staying in touch

- The library may send reminders and overdue notices by email as a courtesy only. It is still the responsibility of the borrower to return items on time and out of respect for other borrowers.
- Borrowers must inform the library of a change of residential or email address.

#### ❖ Privacy

- Personal information provided by borrowers will be used solely for maintaining records of loans by a borrower and for communicating with borrowers about loans, and library services.
- Personal information provided by borrowers will not be disclosed to a third party.

**By signing your borrower application form, you are acknowledging acceptance of these terms and conditions.**

Library email: [library@tashicholing.net](mailto:library@tashicholing.net)