

## SA WATER LIBRARY REGISTRATION FORM

Level 3, 250 Victoria Square Adelaide SA 5000

GPO Box 1751 Adelaide SA 5001

Phone: 7424 1305 Fax: 7003 3328

Email [library@sawater.com.au](mailto:library@sawater.com.au)

### 1. PERSONAL DETAILS

First Name:

Surname:

Title (please circle): Miss Ms Mrs Mr Dr

### 2. WORK ADDRESS

Organisation:

Street:

Suburb:

Post Code:

Phone:

Mobile:

Fax:

Email:

DECS Courier Round No:

### 3. HOME ADDRESS

Street:

Suburb:

Post Code:

Phone:

email:

### LIBRARY REPLACEMENT CHARGES

Borrowers will be invoiced for lost and non-returned library resources. The charge will include the replacement cost and a \$10 processing fee. The replacement cost will be the current cost to replace item or the default rate (\$90 for hardback books, \$30 for paperback books, \$50 for videos).

### 4. DECLARATION

I accept financial responsibility (see replacement charges above) for resources borrowed in my name from SA Water Library.

Signed:

Date:

#### INTERNAL USE ONLY

Identification Sighted:

- If you are registering via email / fax please include a clear photocopy of your driver's licence.

**SA WATER LIBRARY**

**LOAN TERMS AND CONDITIONS**

1. Teachers and Educators may borrow items from the collection identified as School Resources.
2. Loan periods are: 28 days for books, 14 days for DVD, Videos, CD ROMs and Games.
3. There is a limit of 8 items per person.
4. Borrowers agree to accept financial responsibility for lost and non-returned items and will be invoiced accordingly:
  - a. Actual replacement cost of item where a replacement is able to be purchased.
  - b. Default cost where item is no longer available for purchase: *\$90 for hardback books, \$30 for paperback books, \$50 for videos*
5. Items may be reserved in advance by contacting the library on 74241305 or [library@sawater.com.au](mailto:library@sawater.com.au)
6. SA Water Library will send items to schools via either DECS courier or registered post, where Borrowers are unable to collect in person. Cost for return of items to the Library is to be borne by the borrower.