Membership Application

Ticket No:

Title: *(e.g. Mr, Ms)*	**First Name:**	**Surname:**

Home Address:

Postcode: | **Date of Birth**: / /

Email:

We will send library reminders by email. Postal correspondence will incur a charge.

Telephone:

Waltham Forest Resident: **Yes** □ **No** □ **Ward:** _____

Peabody Resident: **Yes** □ **No** □

Staff/Student of WFALS: **Yes** □ **No** □ **Lecturer:** _____

I accept full responsibility for either the safe return of all items borrowed or for the payment of replacement costs in the event of loss or damage whilst on loan to myself or the persons I have named overleaf.

Signature: _____ **Date:** _____

Please tick here if you wish to receive periodic library updates: □
You may unsubscribe from the mailing list at any time.

Internal use only

Proof of address provided: **Yes** □ **No** □ HGCL Volunteer: **Yes** □ **No** □

Approved by: _____

PIN: | | | | |

Items: | | | | | |

Harrow Green Community Library Privacy Policy

We require your contact details to register you as a user of the library. The information you provide on this form will be used for administering and managing your membership, including contacting you from time to time to ensure your records are up to date, and improve the quality of our service. In situations where we use third party contractors your personal information will be strictly controlled, monitored and managed. You may opt-out at any time. We will not share your information for any other reason, unless we are legally required to do so.

Supported by:

PEABODY

Waltham Forest

WALTHAM FOREST ADULT LEARNING SERVICE

Joining the Library

Harrow Green Community Library is an independent organisation and is not associated with any council run libraries.

You must show **one form of proof of address** when joining the library. Bills presented as proof of address must be dated within the last **three months**. WFALS staff do not need to provide this check.

In order to comply with the Data Protection Act 2018, your card(s) must be renewed every three years.

Children's Membership

When signing up children to the library please fill in their details below and fill in your details on the other side of this form.

By signing the form you are accepting responsibility for the items borrowed by the children named below.

Full Name:	Date of Birth:	Ticket No.