

Membership Application & Guidelines

Membership #

| | |
|--------------------|-----------------|
| First Name: | Last Name: |
| Address: | |
| City: | Postal Code: |
| Home Phone: | Business Phone: |
| Mobile/Cell Phone: | Email: |
| Employer: | |

- Memberships are non-transferable and non-refundable.
- There is a \$2.00 fee for replacing lost or stolen cards.
- To borrow toys – you must have a full membership, toy membership or family membership.
- To use the equipment room – you must have a full membership, equipment room membership, punch card or day pass and must be at least 12 years of age to enter the equipment room or be a member.
- Children under the age of 12 must be accompanied by an adult at all times.

Toy Lending Member Responsibilities

- Return all toys, equipment, books and resources on or before the due date.
- Members can renew borrowed items prior to or on the due date – one time only for an extended 2 week period.
- Late fees of a \$1.00 per business day for items returned after the due date/not renewed.
- Cannot borrow additional items when there are any outstanding fees.
- Responsible for all borrowed materials. Items returned with missing pieces are subject to non-refundable replacement fees. We strongly suggest that members count all materials before use and report any damaged or missing pieces immediately.
- Return all materials in clean condition. Soiled items will be returned to members for cleaning. We suggest disinfecting toys before use.

Equipment Room Member Responsibilities

- Equipment room use is for members only.
- Members must be trained by staff on each piece of equipment before using it for the first time.
- Equipment is a “use at own risk” and materials are not guaranteed.
- Some equipment uses specialized materials that are only available in the resource library.
- All materials must be paid for at time of use (laminates, paper, copies).

I have read and agree to these conditions and will abide by them to keep my membership in good standing. I have also been provided a copy of this agreement and a copy of the library brochures.

Date: _____ Member Signature: _____

| Resource Library staff to complete this section | | | | |
|---|--|--------------------------------------|---|----------------------------------|
| Type of Membership: | Full <input type="checkbox"/> | Toy Lending <input type="checkbox"/> | Equipment <input type="checkbox"/> | Student <input type="checkbox"/> |
| | Punch Card <input type="checkbox"/> | Multiples <input type="checkbox"/> | Program Support <input type="checkbox"/> | |
| | Family (2 nd members name) <input type="text"/> | | Group (leaders name) <input type="text"/> | |
| Amount paid: \$ <input type="text"/> | Method paid: <input type="text"/> | New Member <input type="checkbox"/> | Renewal <input type="checkbox"/> | |
| Staff Signature: _____ | | Date: _____ | | |