



Woollahra Libraries Home Library Service Application Form

To apply for the Home Library Service, please complete the application form and the Community Engagement Officer – Home Library Service will contact you to confirm your eligibility and determine your reading preferences. Please contact 02 9391 7100 for any further information.

Please complete and return to Woollahra Libraries: at 451 New South Head Rd, Double Bay,
by mail to PO Box 61, Double Bay 1360, email: hls@woollahra.nsw.gov.au

Applicant Details

Title: Mr Mrs Ms Other

Name:

Address:

Telephone: Mobile: Email:

Date of Birth: DD MM YY Library Membership No. (if applicable):

Language other than English:

How did you hear about the Home Library Service?

Emergency Contact

Title: Mr Mrs Ms Other

Name:

Relationship to you:

Address:

Telephone: Work: Email:

Additional information for delivery

Please provide any instructions or additional information to assist with your delivery e.g. visitor parking available, security, type of building etc. Please note that a site assessment will be carried out prior to your first delivery.

Terms & Conditions

Woollahra Libraries Home Library Service membership is conditional upon agreeing to the Terms & Conditions.

Members will:

- accept responsibility for all library material borrowed on their card
- have library material ready for collection by library staff or volunteer on the due date
- agree to: pay for the loss of, or damage to, any library material (physical and digital) borrowed; give notice of any change of address; pay any charges incurred; observe all related Library rules and guidelines
- advise Woollahra Libraries of any changes to circumstances affecting delivery, e.g. absence due to holidays, illness, etc.
- agree that in the event they are unable to be contacted, Library staff will contact their designated emergency contact

I have read and agree to the Terms & Conditions of the Woollahra Libraries Home Library Service

I give permission for Home Library Service staff and volunteers to enter my premises/room for the purpose of delivering library services

Privacy notification

The personal information provided by you is required by Woollahra Libraries to process this application and will be used for library purposes only.