

SMART Libraries

Membership Terms and Conditions

By using my library card, I agree to these terms and conditions:

- I agree that the information I have provided is correct.
- I will notify my home library of any changes to the details provided.
- I will notify my home library immediately if my card is lost or stolen.
- I accept responsibility for all items issued and all charges incurred on my library card.
- I understand that borrowing items from across the SMART libraries may incur charges, and these charges will vary depending on which library or libraries the item(s) come from.
- I understand that there may be additional charges for lost, damaged or unreturned item(s) and the cost incurred will vary depending on where the item(s) come from.
- I understand that unpaid debt may be referred to a debt collection agency and I am liable for all costs related to this debt recovery.
- I acknowledge that my personal information will be held by my local library, and by the region's libraries as part of the SMART consortium providing library services to me.
- I can request changes at any time in accordance with the Privacy Act 2020.



Privacy Statement

Kāpiti Coast District Libraries

By becoming a member, borrowers are providing personal information about themselves to Kāpiti Coast District Libraries (part of the Kāpiti Coast District Council) and they agree that Kāpiti Coast District Libraries may use that information for the purposes of:

- Managing their membership, including maintaining their records, advising them of overdue items, recovering outstanding fines and debts, advising them of library services and events and contacting their nominated contact person;
- For members under 16 years of age, discussing with their parent or guardian any matter arising from their membership with Kāpiti Coast District Libraries.

The information may be given to appropriate Council staff and/or a credit agency in the event of Kāpiti Coast District Libraries deciding to take action against a member for the recovering of outstanding fines and debts.

Members agree to be contacted by post, email and telephone (including automated telephone messages and text messages) and that Kāpiti Coast District Libraries will not be responsible for third parties accessing any mail, email or telephone messages sent to them.

Personal information about members will be held by Kāpiti Coast District Libraries. Members may have access to that information and request changes to it. Members are not required by law to provide personal information.

However, if they do not supply the information requested, then Kāpiti Coast District Libraries may be unable to accept their membership.

