The University of Melbourne Library Membership Form

Please fill out and submit the completed form through our **Library Enquiries webform** via the Library Contact page. Applicants must be at least 18-years-old at the time of registration.

Note: You will receive a confirmation email within three business days once your registration is processed. A new library card will be created and available for pickup at the Baillieu Library (unless specified otherwise). Please bring photo ID and proof of address to collect your card. Alternatively, you can bring the completed form to one of our library branches with a current form of photo ID and proof of address to complete your membership in person.

To learn more about borrowing rights for each membership type, visit our website: library.unimelb.edu.au/memberships

Name:

Address:

Email: **Phone:**

Membership Types

Please complete the sections of the form which apply to your membership type: **Community Member** or **Community Member — Alumni and Scholar**. Note that membership does not include access to electronic resources, WiFi access, or Interlibrary Loans.

A. Community Member

Please tick the box that best describes you.

- ☐ **Member of the public**
- ☐ **Staff/student from an international university**
- ☐ **Dalton McCaughey Library member**
- ☐ **University of Divinity student or staff member**
- ☐ **A staff member, no longer working at the University of Melbourne, with 15 years of service or more.**

B. Community Member — Alumni and Scholar

Please tick the box that best describes you.

- ☐ **Alumni of the University of Melbourne** **Alumni ID**

(If not known, contact Alumni relations via the form: https://go.unimelb.edu.au/d8bs)

- ☐ **A visiting scholar or associated academic staff member working within a faculty, department or school at the University of Melbourne** *Please fill and sign the University Declaration and Indemnity section (see Section D)*
- ☐ **A member of an affiliated organisation with the University of Melbourne or Commitee of Convocation and not eligible for a staff card** *Please fill and sign the University Declaration and Indemnity section (see Section D)*

C. Borrowing terms and conditions (Complete for all membership types)

To register as a University of Melbourne Library member, you must agree to the Borrowing terms and conditions (scan the QR code or visit https://library.unimelb.edu.au/memberships to read more).

- ☐ *I have read and agree to the University of Melbourne Library* ***Borrowing terms and conditions*** *as outlined on the University of Melbourne Library Website.*

D. University Declaration and Indemnity

Only fill out this section if you are applying as a scholar or member of an affiliate organisation (see Section B).

Please take this form to your Faculty, department or school at the University of Melbourne or affiliated organisation tocomplete liability and indemnity declaration below and then take to any University of Melbourne Library Service Desk.

Declaration

In consideration of the University of Melbourne allowing borrowing of library resources to the above named individual, the following faculty/ department/ school _____ agrees to indemnify the University of Melbourne Library against any losses, costs and expenses incurred by reason of the failure of the above-named person to observe the rules of this library in relation to borrowing of books or other materials until ____/____/____

Dean/Head of Department/Vice Principal (Information) of University of Melbourne or affiliated organisation :

Name: _____

Position: _____

Signature: _____ Date: ____/____/____

Once this declaration is signed, please bring this form to a library service desk with photo ID (eg. passport, driver's licence) and your membership will be activated.

Entitlements: Check with staff what you are entitled to borrow. Note: Access to electronic resources may be available for teaching, learning or research purposes with a University of Melbourne faculty. Please see your faculty for the relevant application forms.

E. Privacy Statement (Complete for all membership types)

The University of Melbourne collects personal information in accordance with the **University Privacy Policy** which can be viewed in full at **http://policy.unimelb.edu.au/MPF1104**
Information is collected, used and stored for the purpose of administering library membership and related activities. Commonwealth and State agencies require certain information to be reported or disclosed by the University. You may request access to your information at any time by contacting the privacy officer at privacy-officer@unimelb.edu.au.

☐ *I have read and agree to the **University Privacy Policy**.*

F. Liability and Indemnity (Complete for all membership types)

1. It is hereby acknowledged and agreed that except as mandatory implied by statutes, including the Competition and Consumer Act (2011), the University of Melbourne shall not be liable for any losses, claims or damages of any nature whatsoever which arise out of or in connection with the supply of any services by the University of Melbourne through its library or any materials provided as part of those services. To the extent that liability may not be excluded, the liability of the University of Melbourne is limited, at the option of the University of Melbourne, to either supply the services again or to pay the cost of having them supplied again.
2. Due to the extensive nature of written works available, in no event does the University of Melbourne warrant the completeness of any library services.
3. The requester of the services indemnifies the University of Melbourne against all loss, claims and damages of any nature whatsoever which arise out of or in connection with the use of, by the requester of the services, or the reliance by the requester of the services or by any third party on the services or materials provided by the University of Melbourne to the requester of the services.
4. The requester of the services agrees to pay to the University of Melbourne the costs incurred and all charges in relation to the provision of the services requested according to the table of current standard charges available at the University of Melbourne Library.

Signature : _____ Date: ____/____/____