

Conditions of membership

In registering as a Library member, you agree to:

- Produce your library card when using library services.
- Return all items by the due date or renew them.
- Pay for damaged or lost items.
- Advise the Library of any change of contact details.
- Let the Library staff know if you lose your card.
- Acknowledge the same responsibility for any child you have registered.

Privacy Statement

1. Personal information is collected to enable you to borrow and return material from the library. This information may also be used for internal management purposes or, in some circumstances, for other reasons permitted by the Privacy Act 2020.
2. The personal information collected is:
 - Name
 - Date of birth
 - Address
 - Contact details (email and/or phone number)
 - Information on your use of our Library services
3. The personal information collected is held safely and securely by an external third-party provider.
4. Library staff may use your personal information to contact you regarding library matters like late returns, booked items etc.
5. Occasionally the Library may be required to disclose your personal information for Privacy purposes or there may be safety reasons for disclosing it.
6. You have the right to access and correct your personal information. If you wish to have access or correct your information, you can:
 - Talk to a Library staff member; or
 - Call the Library on 07 315 6170
 - Email library@odc.govt.nz
7. If you do not wish to provide your personal information, we must decline your membership application.

[Councils full Privacy Policy can be found here](#)