



Barcode ID _____

First Name: _____ Last Name: _____

Address: _____

City _____ State _____ Zip Code _____

Phone (Home) _____ Phone (Cell) _____

PID# _____ Email _____

Male Female

SCCCA/ICS Member Teacher Parents Students Staff Other

I have read and accept the library membership terms and conditions.

Signed _____ Date _____

If you are under 16 the section below must be completed.
I am the parent/guardian/school teacher/principal of the applicant and I confirm that the particulars given by the above applicant are correct.

Name _____ Relationship _____

Signed _____ Date _____

LIBRARY MEMBERSHIP TERMS AND CONDITIONS

Membership:

Membership is free of charge.

To become a library member patrons must either be a member of SCCCA, staff, Irvine Chinese School teacher, parent or a student. Completion of the application form includes accepting the Library's terms and conditions, and providing valid relevant document and photo identification. The membership-card is non-transferable, and must be produced for every loan.

If there is any change to the information on the original application form, please notify the library. If your library card is lost, please report it immediately. Patrons will be responsible for any items checked out by others using the lost card.

3 items may be checked out at a time with your library card. The loan period is **four weeks**. No book renewal is permitted.

The Library opens only on Saturday and Sunday during Chinese School class to return and borrow books.

Loaned books are for private use, may not be passed on or reproduced, and must be treated with care.

Member should not borrow defective / damaged books. while returning such a book member will be held responsible and charged as per the rules mentioned below

Denial of borrowing rights and compensation responsibilities:

- a) If a book is past due, the library card will become invalid and there is a fine of \$0.25 per day until the book is returned. The maximum number of days a book may be past due is 60 days; whereupon additional fees may be assessed.
- b) Patrons are fully responsible for items borrowed or used in the library. Any damaged or lost items must be reported to the library and the item be replaced with a new one of the same or newer edition. A damaged or lost magazine or newspaper should be replaced with the same volume/issue.
- c) If replacement is impossible, the following rules of compensation charges apply:
 - i. If a book's published price is in U.S. currency; the charge is twice the published price.
 - ii. For books priced in foreign currencies, the charge in U.S. dollar is twice the price of the book converted to U.S. currency at the current exchange rate.
 - iii. If the damaged or lost book belongs to a set and the book is not priced individually, the charge is twice the average price of each book in the set.
 - iv. The charge for a damaged or lost item written in Chinese language without a marked price is \$0.01 per page or \$10.00 per item if the number of pages is not known. The charge of an item in languages other than Chinese is \$0.02 per page or \$10.00 for each book in the novel category and \$20.00 for other items.
 - v. The charge for a damaged or lost item of video, VCD, CD-ROM is \$20.00 for public use version and \$15.00 for home use version. For each item of DVD or LD, the charge is \$30.00 for public use version and \$25.00 for home use version. For each item of recording tape or CD, the charge is \$10.00.
 - vi. The charge for an attachment is twice the price of its main document/item.