

# Book Club Registration and Borrowing Terms and Conditions

Book clubs in the Shire of Mundaring may register to borrow Book Club Kits from Shire of Mundaring Libraries. The kits contain everything a book club requires for a great discussion in one convenient kit.

## Registration

Book clubs must be registered with the libraries to borrow Book Club Kits. Forms are available at either library or can be downloaded from our website.

There must be one registered member who is responsible for the management of the Book Club membership, the prompt return of kits, and the payment of any fees and charges. If the book club ceases to exist or the responsible member leaves, the library must be notified. The responsibilities of signatories do not cease until such notification is made.

## Kits

The kits include 10 copies of the same book, 10 copies of discussion notes, review sheet, and book allocation list all contained in a bag.

## Cost

There is an annual fee of \$140.00 per book club. This fee is non-refundable. This allows the book club to borrow up to 12 kits per year. All payments go towards the purchase of new book club kits.

## Loan period

Book club kits are available for a six-week loan period. They may be renewed once if there are no pending reservations. Book clubs may have two kits on loan and one kit on reserve at one time. Book clubs may reserve their kits in the library or online.

## Returns

Kits must be returned complete in the book club kit bag with all ten books, discussion notes, and review sheet.

## Lost or damaged items

If a book club loses or damages a book, it must be replaced. Damage includes anything besides normal wear. The book may be replaced with a new copy or full replacement fee paid. Lost and damaged issues should be resolved as soon as possible so that the book club can borrow kits in time for the next meeting.

## Suggestions and reviews

Book clubs are welcome to share suggestions for future book club kit titles with library staff or place a request online.

Book clubs can rate and review book club kits, which may be used for online promotional purposes.

## How Shire of Mundaring Libraries commenced the Book Club Kit collection

The Shire of Mundaring Libraries received a donation from the Mundaring Rotary Club which allowed for the initial purchases of books for book club kits.