





## North Shore Community Toy Library

1 Sidmouth Street, Mairangi Bay, Auckland 0630

phone: 021 0286 3072, email: [librarian.nsctl@gmail.com](mailto:librarian.nsctl@gmail.com)

web: <http://www.thetoylibrary.co.nz>, <http://www.facebook.com/thetoylibrary>

### Terms & Conditions

- A loan receipt will be issued which includes a list of all toys, their contents, and return date.
- Toys can be borrowed for a 2 week period. Some toys can be renewed once. Toys have to be returned on time. For late toys there will be a charge of \$1 per toy per week.
- Toys should be checked for any damage or missing parts within 12 hours of being taken home and any issues should be reported to the librarian. Otherwise any toys returned damaged or with missing parts will be the member's responsibility.
- There is a \$5 charge for lost pieces. The toy loan can be renewed allowing more time to find the missing pieces if requested by the member. If the piece is returned at a later time during the membership the charges will be refunded.
- If a toy is damaged and deemed unusable by the librarian the toy will need to be replaced or paid for by the member.
- Members will not disguise breakages or repair toys themselves as this can result in safety issues for other children.
- Toys must be returned cleaned.
- All members must use helmets while riding Toy Library balance bikes, scooters or bicycles. The member is responsible to provide their own helmet and ensure it is worn during use. The Toy Library has some helmets available to members.
- Rostered members can choose their preferred shift and will receive notice by the end of each term via email. We also send a text reminder a few days before the shift. Shifts can be swapped with other members but it is the responsibility of the member to organise this.
- The rostered member needs to be on time for their shift. If the shift is missed without giving the librarian 48 hours notice there will be a \$20 fine and the shift will be re-rostered.
- In case of any unexpected circumstances, please talk to us. We are all parents and know things can happen and we will find a solution together.
- Any person ceasing to be a member of the Library for any cause whatsoever nevertheless remains liable to the Library for all subscriptions and other moneys which may have become due by such persons prior to termination of such membership.
- The membership is not transferable.

### Privacy Clause

The information provided will be added to the Toy Library membership list and used only by the Committee for Toy Library Business.

### Liability Clause

I hereby assume complete and full responsibility for any and all injuries to any person or persons which result in whole or in part from using the toys borrowed from this Toy Library. I hereby release the North Shore Community Toy Library from any and all responsibility in respect of any injuries sustained outside or on the premises.

I confirm, that I have read and fully understand the Terms & Conditions, Privacy Clause, and Liability Clause and that all my details provided are correct.

Signature \_\_\_\_\_

Date \_\_\_\_\_

### For Office use only

Membership number \_\_\_\_\_

Membership fee paid  Payment type \_\_\_\_\_

Details entered

Welcome email send  Contract emailed

Added to mailing list  Contract uploaded