Step 1 - Complete the application form over
Fill in the form (overleaf) including all your relevant details.
If you are a parent or guardian registering a person under 18 years of age, you must include your details as the applicant and any dependents in the 'Other people under 18 years of age applying for membership' section of the application form.

Step 2 - Provide the relevant documents
You will need to provide two forms of identification, at least one must confirm your name and current Gold Coast address or proof of property ownership. One form of identification must also include a photo of you. Accepted forms of current identification include:

- Driver’s licence / passport
- Centrelink / pension card / medicare card
- City of Gold Coast rates notice or rental agreement
- Utility notice i.e. telephone or electricity account.

Step 3 - Activate your City Libraries membership
To activate your City Libraries membership and receive your library card, please take your completed form to your nearest library service point and present your application form to library staff. You will then be issued with your City Libraries membership card.

You will be required to sign your library membership card agreeing to the terms of membership.

Notes to assist:

- Each adult applying for membership must fill in a separate form.
- A parent or guardian who is registering a person under 18 years of age must use one application form for themselves and any additional person under 18 years of age.
- City Library membership is valid for two years.

For the latest news and updates, visit cityofgoldcoast.com.au/library and subscribe to our eNewsletter. Your library is now available on your iPhone, iPad and Android device! download the MyLibrary! App.

For more information
PO Box 5042
Gold Coast Mail Centre 9729
P 1300 GOLDCOAST (1300 466 326)
E libraries@goldcoast.qld.gov.au
W cityofgoldcoast.com.au/library

City Libraries
Council of the City of Gold Coast (Council) is collecting your personal information in order to provide the services requested, perform associated Council functions and services, and to update and maintain Council's customer information records. Your information is handled in accordance with the Information Privacy Act 2009 (Qld) and may only be accessed by Councillors, Council employees and authorised contractors. Unless authorised or required by law, we will not provide your personal information to any other person or agency. For further information go to http://www.goldcoast.qld.gov.au/privacy-81.html. Council may also use your personal information in order to contact you, to provide you with information regarding Council functions and services. If you do not wish to receive such information, please opt out using the unsubscribe link in the communication material sent to you.

**Applicant details**

Family name ____________________________

Given names ____________________________

Date of birth ___/___/___ gender ____________

**Contact details**

Residential address

__________________________________________

__________________________________________ Postcode ____________

Postal address (if different from above)

__________________________________________

__________________________________________ Postcode ____________

**Telephone**

A/H ____________________________

B/H ____________________________

Email ____________________________

Are you applying for membership for yourself? [ ] yes [ ] no

**Other people under 18 years of age applying for membership**

Family name ____________________________

Given names ____________________________

Date of birth ___/___/___ [ ] M [ ] F [ ] Other

Family name ____________________________

Given names ____________________________

Date of birth ___/___/___ [ ] M [ ] F [ ] Other

Family name ____________________________

Given names ____________________________

Date of birth ___/___/___ [ ] M [ ] F [ ] Other

**Declaration**

I declare that the details on this application form are correct and agree to adhere to the following conditions of membership:

- I agree to abide by City of Gold Coast Local Law Policy No 4 (Libraries).
- I agree to pay any fees and charges relating to loss or damage of library resources.
- I agree that Council does not act as a censoring authority.
- My library membership card will be presented for all library transactions.
- If signing as a parent or guardian:
- I agree that I am responsible for supervising the access and use of resources by non-adult people.
- I will sign the back of my card, and/or child's library card agreeing to the rights and obligations above.

**Applicant's signature**

Date ___/___/___

For assistance speaking to a Council officer please call the National Translating and Interpreting service on 131 450. To use this service, you will need to tell them your preferred language and that you want to call the Council of the City of Gold Coast (5581 6788). This is a free service for Council related business.

**Staff use only**

Forms of identification showing name and address sighted

- [ ] Driver's Licence
- [ ] Rental agreement
- [ ] Rates notice
- [ ] Centrelink / Pension card
- [ ] Passport
- [ ] Utility notice
- [ ] Medicare card
- [ ] Other

Library staff member

Date ___/___/___

Home Library

City Libraries