

Library Membership Registration Form

Name			
Title		First name	
		Surname	

Work Address			
Address line1		City	
County		Postcode	

Home Address			
Address line1		City	
County		Postcode	

Contact			
Mobile		Landline	
Work email			Tick to indicate preferred email <input type="checkbox"/>
Home email			Tick to indicate preferred email <input type="checkbox"/>
Job title			
Manager's name		Manager's Tel / Email	

Additional Information			
Organisation name			
Work department			
Permanent or temporary contract of employment			
Contract end date		Student ID No.	

I am eligible for additional assistance with library services: <i>(e.g. large print and extended loan periods, please ask library staff for details)</i>	
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Notifications: I would like to receive mandatory service alerts if I have overdue items, and optional alerts if I have items due or my reservation is available by:
<i>(tick to indicate Yes)</i> <input type="radio"/> Email only <input type="radio"/> Text only <input type="radio"/> Email and text

Marketing: I wish to be contacted about: <i>(tick to indicate Yes)</i>			
<input type="radio"/> Events and announcements	<input type="radio"/> Resource(s)	<input type="radio"/> Training	<input type="radio"/> Surveys and feedback

My data will be processed by staff in the Base Library Consortium in accordance with the General Data Protection Regulation (GDPR) and Data Protection Act 2018 for the purposes of administration and providing library and knowledge services to me. I will inform staff or update my account online if my personal details change. I have read and agree to the BASE Privacy Policy (https://base-library.nhs.uk/?page_id=27001) and BASE Terms and Conditions (https://base-library.nhs.uk/?page_id=3388) in addition to local IT and library policies. I understand that CCTV may be in operation at the library to ensure safety and provide a deterrent against misuse.

I have read and agree to the statements above.

Signature:	Date:
<i>Office use only</i>	<i>Membership No.:</i>
<i>Category (e.g. AHP):</i>	<i>Loans by post:</i>
<i>Register for Basedoc, KnowledgeShare:</i>	<i>External member category:</i>