Community Borrower Agreement – Mount Royal University Library

I, _______________________, have read the following and agree to the terms as described below:

I acknowledge that Borrowers are responsible for all material charged out to their cards. This responsibility includes proper care and control of items in their possession and return of materials on or before the due date. The card holder is responsible for all fines and fees incurred as a result of overdue, lost, or damaged materials.

**FOIP Notification Statement**

The personal information that you provide to the Mount Royal University is collected under the authority of the Post-Secondary Learning Act and the Freedom of Information and Protection of Privacy (FOIP) Act - section 33(c). The information being collected will be used to provide and manage Library Services, which includes, but is not limited to, the provisioning of library accounts for the purpose of facilitating the loan of library materials to individuals.

Collected personal information is protected from unauthorized access, collection, use, and disclosure under the FOIP Act. In accordance with the Act, the Mount Royal University Library does not release personal information about their borrowers, or the items that they have on loan to third parties, except for under a court order or according to established procedures for recovering Library property and unpaid fines and fees (e.g. collection agency).

Questions regarding the collection of personal information can be directed to:

Access Supervisor, Mount Royal University Library
4825 Mount Royal Gate SW
Calgary, AB T3E 6K6
Phone: (403) 440-6140
Email: libcirc@mtroyal.ca

Print name of borrower

_________________________________________________________

Print name of parent/guardian (if borrower is under 18 years of age)

_________________________________________________________

Signature of borrower (or parent/guardian if borrower is under 18 years of age)

_________________________________________________________

Date

_________________________________________________________

Email address (if you wish to receive automated courtesy notices of upcoming due dates or overdue items)

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