



For Office Use

Join the Home Library Service

The Home Library Service is a free service offered to anyone in Calderdale who is unable to visit their local library and who does not have anyone who can visit on their behalf.

You may apply for the service if ill-health, disability, age or frailty prevent you from visiting the library.

You may also be eligible for the service if your role as a carer means that you are unable to visit your local library.

Calderdale Council is registered with the information Commissioners Office (ICO) under the provisions of the Data Protection Act 2018. The Council takes its responsibilities under the Act very seriously.

The information provided by you is collected purely for the purposes of providing you with a library membership card and account, as requested. We need to collect this information in order to maintain accurate records of your name and contact details. Completion of this online form / sharing your information with us in person constitutes explicit consent from you for us to process your data for this purpose only. You may withdraw this consent at any time by contacting any CMBC library or emailing libraries@calderdale.gov.uk In addition you have the right to see what information is held about you, to have inaccurate information corrected, to have information removed from our system unless we are required by law or a statutory purpose to keep it and the right to complain to the Data Protection Officer if you feel that your data has not been handled in accordance with the law. The Council's Data Protection Officer is Tracie Robinson and can be contacted at information_management@calderdale.gov.uk

Your name, contact details and eligibility are recorded electronically on our system, in order for us to maintain up to date records. This information will be kept on file for as long as you remain an active library user. However, if your account remains inactive for three years, then it will be automatically deleted. In addition, your information could potentially be kept on file for up to seven years, if your library account ever accrues charges to such a level, that CMBC debt recovery procedures are triggered.

Please complete each section. If you need help completing the form, library staff can help you.

About you:

Title

Surname

First name

Date of Birth

Address

Postcode

Landline / mobile

If it is a flat, please tell us which floor you live on

Is there somewhere for us to park ?

Do you have a disability that we should be aware of ?

Details for emergency contact

Name

Landline / mobile

Reason for requiring Home Library Service

Days you are out due to regular commitments

Monday	9 - 1	<input type="checkbox"/>	2 - 5	<input type="checkbox"/>
Tuesday	9 - 1	<input type="checkbox"/>	2 - 5	<input type="checkbox"/>
Wednesday	9 - 1	<input type="checkbox"/>	2 - 5	<input type="checkbox"/>
Thursday	9 - 1	<input type="checkbox"/>	2 - 5	<input type="checkbox"/>
Friday	9 - 1	<input type="checkbox"/>	2 - 5	<input type="checkbox"/>
Saturday	9 - 1	<input type="checkbox"/>	2 - 5	<input type="checkbox"/>

Requirements

Hardback large print books	<input type="checkbox"/>	Talking book CD	<input type="checkbox"/>
Paperback large print books	<input type="checkbox"/>	Talking book MP3	<input type="checkbox"/>
Hardback ordinary print books	<input type="checkbox"/>	Paperback ordinary print books	<input type="checkbox"/>

Deliveries are normally one visit every three weeks.

How many books do you require each visit ? Please add number of books in relevant boxes. The total cannot exceed 20.

Adventure	<input type="checkbox"/>	Classics	<input type="checkbox"/>	Crime/Mystery	<input type="checkbox"/>
Family stories	<input type="checkbox"/>	General (modern) fiction	<input type="checkbox"/>	Romance	<input type="checkbox"/>
Science Fiction	<input type="checkbox"/>	Thrillers	<input type="checkbox"/>	Westerns	<input type="checkbox"/>
Historical Fiction	<input type="checkbox"/>				

Do you require a language other than English? If so, which ?

Talking books

Cassette	<input type="checkbox"/>	CD	<input type="checkbox"/>	MP3	<input type="checkbox"/>
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Non-Fiction

Hobbies and interests	<input type="checkbox"/>	Biographies	<input type="checkbox"/>	History	<input type="checkbox"/>
Nature / Gardening	<input type="checkbox"/>	Health	<input type="checkbox"/>	Travel	<input type="checkbox"/>

Other preferences (eg favourite authors, less-weight books)

Where did you hear about our service ?

In a Calderdale library	<input type="checkbox"/>	Website	<input type="checkbox"/>
Council Handyman Scheme	<input type="checkbox"/>	Gateway to Care	<input type="checkbox"/>

Word of mouth

Are you an existing Calderdale library member ?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Thank you for your information.

We intend to reply to you within 5 working days.

Please send the completed form digitally to the address below – or hand the form in at any Calderdale library.

How to contact us:

Home Library Service

Brighouse Library

Halifax Road

Brighouse

HD6 2AF

Tel.: 01422 288062

Email: HomeLibraryService@calderdale.gov.uk