

REQUEST FOR THE USE OF THE INTERNET SERVICE

The undersigned person registering with the Library and submitting the **request for authorisation to use the Internet service**

declares that he/she:

- has viewed the Privacy Policy dispositions and the rules and regulations which govern the Internet consulting service and thus
- accepts the afore-mentioned dispositions, rules and regulations.

The present request is also valid for the Wi-Fi service.

Signature _____


DISPOSITIONS RELATIVE TO THE PRIVACY POLICY: ART. 13 OF ITALIAN LEGISLATIVE DECREE No. 196 DATED 30.06.2003 "CODICE IN MATERIA DI PROTEZIONE DEI DATI PERSONALI".

According to Article 13 of the Italian Legislative Decree no. 196/2003, the following information is supplied to interested persons:

1. The data you supply will only be used for purposes related to your registration with the Library services;
2. It is obligatory to supply the data requested in order to be able to proceed with the above-cited registration;
3. The Public Service responsible for the treatment of your data is the Municipality of Schio;
4. The person responsible for the treatment of your data is Dr. T. Cadaldini domiciled in Schio, Via Pasini no. 33 - Tel. 0445/611611 Fax 0445/523222 E-mail: tiziana.cadaldini@comune.schio.vi.it. The updated list of persons/Services responsible for the treatment of the data can be consulted on the Schio Municipality website at the link: *privacy*;
5. It is possible, at any moment in time, to exercise your rights, as per art. 7 of Italian Legislative Decree no. 196/2003. In particular: it is your right to gain access to the personal data you submitted, request the update, correction, integration or cancellation of your data because incomplete/incorrect/requested in violation of the law. In addition, it is your right to refuse the treatment of your data if you believe it to be for illegitimate reasons.

Signature _____

Card No. _____

 Città di Schio	Sector: 5 Library Services. Historical Collection Archive	Form 20921.120151/2
	<h2>Library Services Registration</h2>	

Opening hours:
Tuesday to Friday 09.00-12.00/14.30-19.00
Saturday 09.00-12.00/14.30-18.00

Guide to the Loan Services

The card issued to the user by the Library is strictly personal and is necessary in order to make use of the Library services. In particular, it entitles the user to:

- Receive on loan up to a maximum of 7 items per card, of which: max. 5 books, max. 3 items from the multimedia section (music CDs, DVDs, video-cassettes) and max. 3 periodical publications (newspapers, magazines etc.)
- Reserve publications which are currently on loan to other users
- Request publications from other libraries
- Gain access to the Internet points in the Library
- Recommend publications to be purchased
- Renew loans before the due date of return
- Make use of the Library's Self-Loan service.

»It is possible to renew publications on loan (provided that they have not already been reserved by other users) either personally or by calling the number 0445/611611.

»The card must always be shown at the moment of the loan.

»The user is responsible for keeping the material loaned in good condition and is strictly prohibited from lending it to others. The user is liable to pay for any damages incurred to the material on loan.

»Loan period for material belonging to the Schio Library or received on loan from other libraries - **Books and multimedia kits* (e.g. audio-books): 30 days; can be renewed maximum twice, if free of reservations **Tourist guide books*: 30 days; cannot be renewed **Periodicals on loan, music CDs, DVDs, video-cassettes, geographic maps*: 7 days; can be renewed maximum twice, if free of reservations.

Should the due date of return coincide with a day on which the Library is closed, then the material on loan can be returned the subsequent day the Library is open.

»The fine for material returned after the due date amounts to €2.00 (two/00) per item in inventory. Should the overdue items not be returned within the 10 subsequent days, the fine will be increased to €5.00 (five/00) per item in inventory.

»At the moment of the loan, the librarian gives the user a bookmark which indicates:

- the due date of return for the material on loan
- the telephone, fax number and e-mail address of the Library.

Services Manager: Ms. Tiziana Cadaldini
Information and requests to view records should be addressed to:
Biblioteca civica "Renato Bortoli" - Via Carducci, 33 - 36015 Schio (VI)
Opening hours: Tuesday to Friday 09.00-12.00/14.30-19.00; Saturday 09.00-12.00/14.30-18.00
Tel.: 0445 611611 – Fax: 0445 523222 - E-mail: biblioteca@comune.schio.vi.it
Certified E-mail address: schio.vi@cert.ip-veneto.net

**DISPOSITIONS RELATIVE TO THE PRIVACY POLICY:
ART. 13 OF ITALIAN LEGISLATIVE DECREE No. 196 DATED 30.06.2003
“CODICE IN MATERIA DI PROTEZIONE DEI DATI PERSONALI”.**

According to Article 13 of the Italian Legislative Decree no. 196/2003, the following information is supplied to interested persons:

1. The data you supply will only be used for purposes related to your registration with the Library services;
2. it is obligatory to supply the data requested in order to be able to proceed with the above-cited registration;
3. the Public Service responsible for the treatment of your data is the Municipality of Schio;
4. the person responsible for the treatment of your data is Dr. T. Cadaldini domiciled in Schio, Via Pasini no. 33 - Tel. 0445/611611 Fax 0445/523222 E-mail: tiziana.cadaldini@comune.schio.vi.it. The updated list of persons/Services responsible for the treatment of the data can be consulted on the Schio Municipality website at the link: *privacy*;
5. It is possible, at any moment in time, to exercise your rights, as per art. 7 of Italian Legislative Decree no. 196/2003. In particular: it is your right to gain access to the personal data you submitted, request the update, correction, integration or cancellation of your data because incomplete/incorrect/requested in violation of the law. In addition, it is your right to refuse the treatment of your data if you believe it to be for illegitimate reasons.

REGISTRATION FORM
(please use capital letters)

(name)

(surname)

(place and date of birth)

Residential address:

(street and civic number)

(postal code)

(city of residence)

(nationality)

(school qualification/profession)

Please note that the preferred method for the transmission of service communications (e.g. Notifications re bookings/overdue items etc.) is via SMS mobile phone message.

(mobile phone number)

Indicare solo se si desidera un contatto diverso:

tel.fisso ☎ oppure email ✉

(home phone number)

(e-mail address)

Postal address (only if it differs from the residential address):

(street and civic number)

(postal code)

(city of domicile)

Kindly complete and sign the “Dispositions relative to the Privacy Policy” and, if desired, the “Request for the Use of the Internet Service” on the rear of this form.

