

Welcome to the Deichman Public Library

- Library cards are available to everyone who resides in Norway.
- You must have a Norwegian social security number, a D or DUF number to obtain a library card.
- Your card may be used in most Norwegian libraries.
- You must present your library card in order to borrow or use our services.
- Your library card is personal and is used together with a PIN-code
- You are responsible for all loans that are registered on your card

1. Provisions

Pursuant to Section 108, Subsection 4, Paragraph 3 of the Public Library Act of 20 December 1985, the Oslo City Council has adopted a set of regulations for the Oslo Public Library.

2. Scope

The provisions of these regulations shall apply to the loan of all books and other material from the Oslo Public Library, as well as to access to the library outside of staffed opening hours.

3. Objective

The regulations are intended as a basis for a standard agreement between the patron and the Oslo Public Library. This agreement consists of lending regulations and a registration form as well as rules of order in the Deichman libraries.

4. Definitions

- Library account: an overview of the patrons contact information, and the administration of loans and reservations. By activating the library account, the patron gains access to the library's services
- The right to check out material from the library is given to those who registered and activated an library account at the Deichman Library
- Patron: a person who has registered and activated a library account. User number and password identifies the patron.
- Extended opening hours - access to the library outside of staffed opening hours
- Library card - is used by the patron by lending and as a key card for accessing libraries outside of staffed opening hours.

5. Who is eligible to hold a library card?

In order to qualify for a library card, the applicant must reside permanently in Norway.

Children under the age of 15 must have written permission from a parent or guardian.

If you are over 15 years old you can upgrade your library card to an admission card and use the library outside of staffed opening hours.

Institutions and organisations can receive a library card in accordance with §12.

6. Privacy Statement

Deichman safeguards the borrower's privacy and the personal data is processed in accordance with the Personal Data Processing Act (the Personal Data Act) and the applicable legislation at all times.

Deichman has prepared a privacy statement describing what personal information is received, collected and processed when registering as a borrower, using MinSide and visiting Deichman's website. By personal data is meant information and assessments that can be linked to the patron as an individual. Deichman encourages the patron to read the privacy statement carefully. Deichman's employees sign a declaration of confidentiality upon employment.

TURN

LAST NAME: _____ FIRST NAME: _____ SEX: F M

ADDRESS: _____ TELEPHONE NO: _____

POSTAL CODE AND CITY: _____ E-MAIL ADDRESS: _____

(Messages from the library will then be sent only to the e-mail address)

SOCIAL SECURITY NUMBER, D- OR DUF NUMBER:

I HAVE RECEIVED AND ACCEPTED THE LENDING REGULATIONS OF OSLO PUBLIC LIBRARY

PARENT/GUARDIAN LAST NAME: _____ PARENT/GUARDIAN FIRST NAME: _____

PARENT/GUARDIAN ADDRESS: _____ PARENT/GUARDIAN TELEPHONE NO: _____

POSTAL CODE AND CITY: _____

DATE: _____ SIGNATURE: _____

CARD NO.: _____ (TO BE FILLED IN BY THE LIBRARY)

7. Registration

The patron confirms that the library's regulations have been read and accepted by checking the approval of the terms in the registration form.

The library card number also applies nationally.

For persons with temporary residence, D or DUF numbers are registered.

The patron is responsible at all times for the correct contact details such as address, telephone number, e-mail address etc. Primarily, e-mail will be used in communication with the library if this is stated. This applies to reminders, notice of reservations and other correspondence from the library.

8. Lending

To borrow from the library, the patron must have activated the library account. The material that can be borrowed from the library is licensed in accordance with the Copyright Act for Intellectual Property, etc. (Copyright Act).

This applies to both material borrowed from the library and digital material borrowed through the library's applications or available on the library's computers. The patron is responsible for complying with the law, and violation may result in sanctions.

The patron is responsible for all loans in his account and for returning all items on time. The borrowing period depends on the type of material.

The library is not responsible if borrowed material damages the borrower's playback or computer equipment.

9. Sanctions

In case of late returning, and in the event of loss or damage to borrowed material, the patron is obliged to pay a fee at standard rates. If the material is not returned after two reminders, they will be considered lost and the patron must replace the material at standard rates. When submitting the material, the library will withdraw its claim for compensation, but costs and penalty fees must be paid.

If a library card is lost, the patron will receive a new card upon payment of a fixed fee. Losses or theft of library cards must be reported to the library so that the card can be blocked.

10. Rules of order (house rules)

Everyone who uses the library commits to adhering to the following regulations:

- o Show consideration for others and follow general rules of good behavior.
- o Clean up after themselves.
- o Keep calm.

Violation of the rules of order may lead to withdrawal of the right to reside in the library area and the right to use the library's services.

11. Extended opening hours - access to the library outside of staffed opening hours

All patrons at least 15 years old can have access to the libraries that has extended opening hours. Patrons can access through electronic identification at the door. This access is personal.

Parents / guardians can bring children younger than 15 years of age. Children younger 15 years of age should not be left alone in the library in the extended opening hours.

There is video surveillance in the libraries. Recordings are kept in accordance with current law and regulations. The monitoring is for the security of the patron and as protection of the library's equipment and equipment.

Staying in a library in extended opening hours is at your own risk.

Violation of the regulations may result in Deichman's management revoking the right to use a library in the extended opening hours.

13. Commencement

The regulations concerning the lending of books and other material at the Oslo Public Library will enter into force on March 6th 2019.