

RHS members, MHorts, staff, students and volunteers may borrow books and DVDs from the RHS Libraries at London, Wisley and Harlow Carr. Please complete this form with your details and email it to library@rhs.org.uk so we can register you for borrowing.

Dr Mr Mrs Ms Miss Other (please specify):	
Surname:	First name:
Today's Date:	
Email:	
Telephone:	
Address:	
Membership Number and expiry date (if applicable):	
RHS Member MHort. candidate RHS Student RHS Staff RHS Volunteer (please specify):	
Please choose your home library: Lindley Library, Wisley Library or Harlow Carr Library	
Would you like to subscribe to the (usually) quarterly electronic library newsletter?	
<p>General Data Protection Regulation (GDPR): The information you provide to us will be added to our Library database to allow us to administer your account. If you register for the newsletter your details will be added to our distribution list. Data will not be shared with any third parties, and will be held securely by the RHS Libraries under GDPR compliance. The RHS Privacy Statement is available on our website: https://www.rhs.org.uk/privacy</p>	

RHS Libraries: Lindley Library, Wisley Library, Harlow Carr Library
RHS Libraries Lending Service
Borrowing items: Terms and Conditions

RHS members, MHorts, staff, students and volunteers may borrow items from the RHS Libraries: Lindley Library, Wisley Library, and Harlow Carr Library. Before borrowing for the first time you will need to register your RHS membership number if you are a RHS member or for a Library ID number if you are an MHort, RHS staff member, student or volunteer.

Once registered with the Library your RHS membership card or Library ID number will then allow you to borrow up to five items for four weeks. You may renew these items for a maximum of two further periods of four weeks, provided that no other members or RHS staff have requested them.

Library members can access Library e-books and audiobooks on the Libby app provided by OverDrive and the OverDrive website using their membership number or Library ID and pin. Up to three books can be downloaded for up to seven days at a time.

Members may also request postal loans within the UK and Northern Ireland. Please note that we ask members to cover the cost of the return postage. Please email library@rhs.org.uk for further details.

By registering to use the RHS Libraries lending service, you agree to abide by the library terms and conditions (below) for as long as you continue to borrow.

Conditions of Use of the Library Lending Service

- You are responsible for the safe return of your items to the Library. Staff elsewhere e.g. in the garden entrance, plant centre or shop - are unable to accept responsibility for returning items on your behalf.
- You agree to show your RHS membership card or RHS pass whenever you wish to borrow.
- You agree to return or renew promptly any library materials borrowed, to take care of them, and to keep them safely.
- You agree to pay promptly the replacement cost of any library materials damaged or lost by you, together with any reasonable administration charges.
- The Library reserves the right to suspend or cancel use of the library in cases of serious breach of these conditions and to apply to RHS Council to have your RHS membership cancelled.

Email: Library@rhs.org.uk

**RHS Harlow Carr Library, RHS Garden Harlow Carr, Harrogate, North Yorkshire HG3 1QB
Tel: 01423 724686.**

**RHS Lindley Library, 80 Vincent Square, London SW1P 2PE
Tel: 020 7821 3050.**

**RHS Wisley Library, RHS Hilltop, RHS Garden Wisley, Woking, Surrey GU23 6QB
Tel: 01483 212428.**