




766 Sandringham Rd Ext, Mt Roskill
mtroskill.toylibrary@gmail.com | Ph 09 629 3500
 Opening Hours: Friday 10am – 12pm
 Every 1st and 3rd Saturday of the month 9:30am-11am
 MtRoskill ToyLibrary

Rules of Annual Membership

About the Toy Library

Mt Roskill Multi Ethnic Community Toy Library is a community service run by volunteers, and established to provide good quality toys for children up to the age of 8 years.

Who can join?

Any parent/ guardian can join. We will require an ID and proof of address. Membership will be approved on first come first serve basis.

When is the Library open?

Every Friday from 10 am to 12 nn, and Every 1st and 3rd Saturday of the month 9:30am-11am. We are closed during the public holidays, and any exception closing days will be advised.

Membership Fee and Bond

There is an annual membership fee of \$10 and \$100 Bond¹. The bond will be refunded² when the family member decides to stop membership. We operate on a cash only basis at the library. Please bring sufficient cash, or you can make a online payment to our ASB bank account **12 - 3077 - 0509589 - 00** with reference of **ToyMXXX** (replace "XXX" with your membership number). Please notify us after you making the online payment.

Borrowing toys

- As a principle, borrowing of toys is on a first come, first served basis.
- Kindly present your membership card whenever you borrow or return toys
- Each member is responsible to check toys at the time of borrowing. (If any piece is missing or damaged please speak to the person on duty or librarian.)
- Each member is responsible to ensure that toys are age appropriate
- Each member may borrow the toys for up to two weeks
- Each member may borrow up to 3 toys at anytime; and no more than 1 gold starred toy at anytime
- To give chance to other families, a loaned gold starred toy cannot be renewed consecutively
- Blue, silver and green starred toys can be renewed consecutively up to 4 weeks

	Rental fee (for 2 weeks per toy)
Gold star (any toy ≥ \$170)	\$5
Silver Star (any toy between \$70-\$ 170)	\$2
Blue Star (any toy < \$70)	\$1
Green Star (Donated toy)	\$0.50


Overdue toys

Overdue toys will incur a fine except in exceptional circumstances (e.g. illness).

¹ Bond payment can be done on a staggered basis. Please talk to the Toy Librarian for more details.

² Less monies owed to the Toy Library (e.g. fines, part replacements, etc)



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No further toys may be borrowed until all fines are paid. Persistent lateness in returning toys may result in cancellation of membership.

Dirty toy

We want our children to play with clean and tidy toys. Kindly please return them in the condition you would like to receive them. Unfortunately, if you attempt to return any dirty toy, we will ask you to clean it first.

Loss and/or damage

Toys break even in normal play. Don't be embarrassed if this happens to you. Please notify us of missing or broken parts when you return the toys.

- Broken parts: Replacement charge will vary depending on the part(s). (Non-refundable).
- Lost Parts: Replacement charge for per piece, bag or instructions will vary depending on the part(s). This will be refundable on return of the missing piece(s) provide it /they are returned within 3 months.
- No further toys may be borrowed until all fines are paid.
- The Toy Library Committee will consider extensive damage. We may ask the member to contribute to the cost of repair or replacement.
- Replacement membership cards will cost \$0.50.

Checking Toys

When you are in the library please be aware that each toy is packed and checked in its own bags or boxes. It would be appreciated that you keep each toy in this condition. Toys must be checked on issue and return.

Toys at home

At the end each play session at home, we ask that you put the library toys away in their library bags or boxes. This keeps them separate from your own toys and makes it much easier when you come to return them.

Please do not exchange Library toys with friends even if they are toy library members. All library toys borrowed by you must remain in your home.

Cancellation of membership

Membership can be cancelled by you at anytime. However, it may take up to 1 month to reimburse the bond.


If you decide to discontinue your use of the library for any reason, we would appreciate you notifying us so that someone else who in the waiting list may have the opportunity to participate.

Please keep us informed of any change in your address or phone number.

This is your library and we need your ideas to make it work. Please tell us if you have any suggestion, queries or concerns.

Any amendments and addition to the rules will be notified through a newsletter to members.



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PRIVACY ACT: I understand that my details will be added to the toy library membership list and used only for toy library.

LIBRABILITY CLAUSE: I hereby assume complete and full responsibility for any and all injuries to any person or person, which results in whole or in part from using the toys I have borrowed from this library. I also assume complete and full responsibility for toys while in our custody and control. I hereby release the Mt Roskill Multi Ethnic Community Toy Library from all responsibility for any injuries so sustained outside the library premises.

I acknowledge that the Mt Roskill Multi Ethnic Community Toy Library reserves the right to visit our home to reclaim overdue toys. I also agree to cooperate with the toy library in recovering toys that are not returned.

RESPONSIBILITY CLAUSE: I understand that all toys and equipment borrowed from the toy library remains the property of the toy library at all times. I undertake full responsibility for any items borrowed and commit to return all items on time and in the same condition they were hired; this means items must be cleaned before return, breakages must be reported, and the cost of repair may be charged, and lost items will be charged at full replacement.

RULES OF MEMBERSHIP: I acknowledge that I have read and understand the Rules of membership, and agree to abide by these and any other notified rules.

SIGNED (BORROWER) _____ **MEMBERSHIP NO.** _____

ON BEHALF OF TOY LIBRARY _____ **DATE** _____

This information will be used for the purpose of the Mt Roskill Multi Ethnic Community Toy Library membership and programs, you may view and correct information held about you by contacting the membership officer.