

MEMBERSHIP APPLICATION FORM

Last Name:..... First Name:.....

Business Name:

Address:..... Mail Address:.....

Town:..... Post Code:.....

Telephone: Home:..... Work:.....

Email:..... Mobile:.....

Conditions of Membership

- Register your visit in the logbook upon arrival. Membership entitles you to three (3) hours use per day, subject to availability.
- Use the Community Resource Centre and its equipment as directed by the Manager. If you are not familiar with the equipment or programs, please ask the Manager.
- Food and drink may not be consumed near the computers or equipment.
- If problems occur with the equipment or software, then please notify the Manager.
- Copyright laws **prohibit** copying of software from the Community Resource Centre, and likewise the installing of programs not owned by the Community Resource Centre is **prohibited**.
- Ensure that when you have finished on your workstation that the machine is shut down in the correct manner, if unsure ask the Manager.
- Respect other members and users of the Community Resource Centre so as not to disadvantage their use.
- Members are not to book up any expenses they incur without the prior approval of the Manager. If approval is granted accounts must be finalised within thirty days.
- **Do not download pornographic or offensive material from the Internet. It is illegal.**
- The Community Resource Centres facilities ie Fax, email are prohibited from being used for sending **abusive or threatening documents**.
- Any grievance of these conditions can be made in writing to the Committee who will investigate and respond within **14 days**.
- The Community Resource Centre Management Committee reserves the right to alter the Conditions of Membership and withdraw or change any of the services and equipment. Notice of such change will be via the notice board within the Community Resource Centre.
- **A parent or responsible adult must supervise all children less than 18 years. Parents are responsible for the information that their children access on the Internet. The Augusta Community Resource Centre cannot be held accountable.**

I have read the above conditions and agree to abide by them.

Signed.....Date.....

Managers Signature.....

Office Only

Type of Membership.....User ID.....

Membership Commencement..... Expiry.....

Amount Paid.....Receipt No.....Membership Number.....