

## Library reader ID card: conditions of use

- Reader ID cards remain the property of the Royal Society Library.
- Reader cards are not transferable and may not be passed on to others to use.
- Bring your reader card with you each time you visit the Royal Society to use the Library. Show the card at Reception to gain access to the building.
- Reader cards are valid for three years. If you lose your card, inform Library staff immediately by telephone (020 7451 2606), email ([library@royalsociety.org](mailto:library@royalsociety.org)) or in person, so that they can cancel the card and issue a new one. Repeated loss of the card may lead to Library reading room privileges being withdrawn.

## Book loans: terms and conditions

- As a reader card holder, you may borrow books published after 1950 from the 'Biography', 'History' and 'Fellows in Fiction' sections of the Library.
- You are held solely responsible for all items issued on your reader card. Borrowed items are for the sole use of the cardholder and may not be passed on to any other party.
- No items may be removed from the Library without first being issued.
- Reader card holders may borrow up to five books at a time.
- Books are due back after a loan period of 21 days.
- Up to two extension requests, each of a further 21 days, may be submitted per loaned item. Requests can be made in person to Library staff, by telephone or by email.
- If you fail to return or renew a book at the end of its loan period, your borrowing privileges will be suspended. Subsequent failure to return the item will result in the cancellation of your Library reader status and the possibility of legal action to recover the Society's assets.
- If you lose a book, or return a book in a damaged, stained or otherwise unusable condition, you will be liable to pay for a replacement copy at the current market price.