



Casey
Cardinia
Libraries

Inspiring spaces

Where everyone is free
to discover possibilities

BOOK GROUP REGISTRATION 2019

Book Group Coordinator:

- Please read and complete ALL sections (1-6) and hand completed form to library staff
- Registration will only be accepted if all members are current CCL members
- The \$100 fee must be paid at the time of registration. No refunds are given if the Book Group discontinues throughout the year
- The book group program runs for the calendar year (Jan-Dec)

(Name of BOOKGROUP)

SECTION ONE: BOOK GROUP COORDINATOR DETAILS

Name:

Address:

Phone:

Mobile:

Email:

Collection Branch (can request up to 2 branches):

Please share my phone/email to anyone interested in joining our group: Yes No

My Group meets (Time/Place/Day):

Please send library events/ promotion to my email: Yes No

LIBRARY STAFF TO COMPLETE THIS SECTION:

Please check sections 1-6 are completed and follow instructions below:

1. Fee of \$100 paid on _____ at _____ branch. Yes No Initials_____
2. Pay into cash register under "Book Groups". Attach copy of receipt to front of this form. Print 2nd copy of receipt for Book Group Coordinator. Yes No Initials_____
3. Place completed form with attached to receipt Attn: Makaila Giles at Cranbourne Regional Support.

SECTION TWO: BOOK GROUP MEMBERS

Please provide each Book Group members full name, CCL card number and email for notification of library events.

1.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>
2.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>
3.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>
4.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>
5.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>
6.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>
7.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>
8.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>
9.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>
10.	Name:	Card no:
	Email:	Marketing: Yes <input type="checkbox"/> No <input type="checkbox"/>

SECTION THREE: TITLE SELECTION:

Please select titles from the CCL Book Group Collection List 2019. Chose 30 titles in order of preference. Where possible, we will try to provide the requested titles, however we cannot guarantee this is possible, due to demand. Please do not include titles that are not a part of the CCL Book Group Collection List 2019.

	Title	Author
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SECTION FOUR: COLLECTION OF BOOK GROUP MATERIALS:

What arrangement will be made by the group to collect the sets?

- Each member will borrow their own copy on their own card Yes No
- Book Group Coordinator will borrow the whole set on their card and accepts responsibility for all items borrowed on their card Yes No
- A different member of the Book Group will borrow the whole set on their card each month and accepts responsibility for all items borrowed on their card Yes No

SECTION FIVE: COLLECTION DATES:

This is the date that you would like the titles to be available for collection from your nominated branch, **NOT** the date of your meeting:

Jan	Feb	March	April
May	June	July	Aug
Sept	Oct	Nov	Dec

SECTION 6: AGREEMENT OF CONDITIONS

- Book Group sets will only be provided once the above conditions have been read and completed and the registration fee (\$100) is paid. This can be paid via cheque, cash and Eftpos.
- Casey Cardinia Libraries provide a Book Group Collection for exclusive use by CCL book groups. Each set contains 10 copies of each title plus a folder of Book Discussion Notes. The whole set will be made available to book groups at each time.
- Book allocations not collected within a week of the designated collection date will be sent back to Emerald Library, where the collection is housed. We cannot guarantee that we will be able to retrieve that title / nor be able to supply it for an extended period due to the strict allocations of titles throughout the year. Please contact the Book Group Coordinator to discuss
- Book Group titles are unable to be renewed.

I / We agree to the above conditions.

Signature: