

To be accomplished by the individual applicant or sole representative of the family.

	<input type="checkbox"/> New Membership	<input type="checkbox"/> Membership Renewal
Name	_____ (Last Name) (First Name) (Middle Name)	
Address	_____ _____	
Email	_____	
Mobile No.	_____	Telephone No.
Date of Birth	_____	Sex
Nationality	_____	<input type="checkbox"/> Male <input type="checkbox"/> Female
	Occupation	_____

MEMBERSHIP CATEGORIES AND BENEFITS

Membership is valid for one (1) year from the date of registration.

A. STUDENT	B. REGULAR	C. FRIEND OF ALLIANCE
<ul style="list-style-type: none"> Free use of Multimedia Library services, including Culturethèque e-Library Free entry to Heure du Conte & discount on Ciné-Goûter 10% discount on classes 10% discount at restaurant 	<ul style="list-style-type: none"> Free use of Multimedia Library services, including Culturethèque e-Library Free entry to Heure du Conte & discount on Ciné-Goûter 10% discount on classes 10% discount at restaurant Invitations to some cultural events 	<ul style="list-style-type: none"> Free use of Multimedia Library services, including Culturethèque e-Library Free entry to Heure du Conte & discount on Ciné-Goûter 10% discount on classes 10% discount at restaurant 25% discount on rental of AFM facilities – <i>Benefactors only</i> Invitations to cultural events VIP invitations to AFM-sponsored events
<input type="checkbox"/> AFM STUDENT PHP 1,020	<input type="checkbox"/> INDIVIDUAL PHP 2,280 <input type="checkbox"/> FAMILY (couple + children) PHP 4,350	<input type="checkbox"/> FRIEND OF ALLIANCE PHP 5,840 <input type="checkbox"/> FRIENDS OF ALLIANCE - FAMILY PHP 8,760 <input type="checkbox"/> BENEFACTOR PHP 23,360

The Alliance Française de Manille also offers a **CORPORATE MEMBERSHIP** program. Interested parties may contact Director Jean-Pierre Dumont or Deputy Director Stephanie Davidson at +63 2 895-7585.

For **Family Memberships**, please list family members:

1.	Name _____	Sex _____	Date of Birth _____
	Nationality _____	Email _____	
2.	Name _____	Sex _____	Date of Birth _____
	Nationality _____	Email _____	
3.	Name _____	Sex _____	Date of Birth _____
	Nationality _____	Email _____	
4.	Name _____	Sex _____	Date of Birth _____
	Nationality _____	Email _____	

Please **review** and **sign the reverse side** of this form before submission.



RULES AND REGULATIONS OF THE AURELIO MONTINOLA, JR. MULTIMEDIA LIBRARY

N.B.: This is an abridged version. For the complete Rules and Regulations, please visit the Library or the AFM website.

LIBRARY HOURS

Monday to Thursday	9:00AM to 6:00PM
Saturday	9:00AM to 5:00PM
Friday, Sunday, Public Holiday	CLOSED

BORROWING PRIVILEGES (per member)

	Quantity	Duration
BOOKS	FOUR (4) max.	THREE (3) WEEKS
MAGAZINES	TWO (2) max.	TWO (2) WEEKS
CD	TWO (2) max.	TWO (2) WEEKS
DVD	TWO (2) max	TWO (2) WEEKS

APPLYING FOR AFM MEMBERSHIP

1. AFM Membership is open to all. Membership forms are available at Reception and at the Library.
2. To obtain an AFM membership ID, members must submit a 1"x1" or 2"x2" ID photo in person or by email to library@alliance.ph. Members may claim their IDs from the Library after one (1) week.
3. Loss of membership ID must be reported to AFM immediately. A replacement ID will be issued at a cost of PHP100 and after one (1) week.
4. Any change of name or contact information should be communicated to the Librarian.

BORROWING RULES

1. **ELIGIBILITY:** Only AFM members are allowed to borrow library materials. AFM students without membership do not have borrowing privileges. To borrow library materials, members must present their valid membership IDs to the Librarian.
2. **MATERIALS EXCLUDED FROM BORROWING:** Dictionaries and other materials labeled "*Library Use Only*" or bearing **RED STICKERS** may not be borrowed or removed from the Library.
3. **RESERVATIONS OF MATERIALS:** Members may request to reserve up to one (1) item that is currently borrowed. The availability of that item will be communicated via email or phone, after which the Member will have one (1) week to collect it.
4. **EXTENSIONS:** The borrowing period may be extended up to two (2) times, for one (1) additional week each time. To request an extension, members must contact the Librarian personally, by email, or by phone, *on or before* the due date. Extensions will be granted at the discretion of the Librarian. Materials that are new, in high demand, or reserved by other members are not eligible for extension.
5. **LATE RETURNS:** Borrowed materials must be returned *on or before* the due date. Failure to respect the due date

will result in a fine of PHP2.50 *per day late and per item*, as well as suspension of borrowing privileges until all overdue items have been returned and fines paid. To minimize late fees, members are strongly encouraged to request extensions and/or inform the Librarian of extenuating circumstances (illness/emergencies) in a timely manner. Failure or refusal to pay fines will result in suspension of membership.

6. **LOST OR DAMAGED MATERIALS:** Library books that are lost or damaged while checked out will be replaced at the Borrower's expense. The Borrower will have the option to replace each book with the same, or pay the full replacement cost for each item (price of book plus 30% for shipping and processing). Lost or damaged magazines, DVDs, or CDs will be assessed at a value of PHP500 *each* and will be charged to the Borrower. Failure or refusal to make restitution will result in suspension of membership.

TABLETS

1. Tablets are available for loan upon presentation of membership ID to the Librarian and completion of the *Lending Agreement for Tablets and Accessories*.
2. Tablets and accessories must remain in the Library and shall not be used for the following: online gaming, any illegal activities, or any infringement of copyrights or intellectual property rights.
3. Tablets may not be used by children under the age of 10.
4. Any loss of or damage caused to tablets and/or accessories while they are checked out will be attributed to the Borrower. The Borrower will be responsible for shouldering the cost of repair or replacement. Failure or refusal to make restitution will result in suspension of membership.

SUSPENSION OF MEMBERSHIP

In the event of suspension of membership, the Member is required to surrender his/her membership ID immediately.

I hereby declare that I have read, understood and agree to abide by the Rules and Regulations of the Aurelio Montinola, Jr. Multimedia Library. All the information that I have given is true and correct. I understand that failure to comply with the rules and regulations will automatically lead to the suspension of my Alliance Française de Manille membership and its privileges.

SIGNATURE: _____ DATE: _____