

BIBLIOTECA PÚBLICA DE ZARAGOZA

Library card application form

1. NEW APPLICANT PERSONAL INFORMATION

Last name		
First name		National Identity Card /Passport /Residence permit
Country		Date of Birth [MM/DD/YYYY]
Permanent Address		
Apartment Number	Floor	Postal Code
City		Region
Phone		
E-mail		

2. AUTHORIZED PERSON (Minors under 16 must have their application completed and signed by a parent or guardian)

Last name		
First name		National Identity Card /Passport /Residence permit
Permanent Address		
Apartment Number	Floor	Postal Code
City		Region
Phone		
E-mail		

I REQUEST THE EXPEDITION OF THE LIBRARY CARD, with the commitment to comply with current regulations. The application includes authorization to minors to access internet-based services according to their type of card.

YES, I AGREE TO THE PRIVACY POLICY. I give my consent so that the personal data I provide can be used by the Public Library of Zaragoza to complete the requested process. In case of refusal to process the data for this purpose, this procedure can not be carried out.

Public Library Privacy Policy. In accordance with art. 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 2016 and art. 11 of the L.O. 3/2018, of December 5, it is reported that the personal data that will be provided will be processed by the Public Library of Zaragoza, in order to provide the requested procedure and agreement with the objectives and functions of the Library. The aforementioned processing of personal data is necessary for the provision of the requested procedure. Your personal data will not be communicated to third parties. If you wish to exercise your rights before the data controller, or you need information about its processing, you can request it by writing to the Public Library of Zaragoza, C/ Doctor Cerrada, 22, 50005 Zaragoza, or by email to bpz@aragon.es

Date	Applicant Signature
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- The printed copy, completed in capital letters, will be presented, accompanied by the required documentation, in the Library's Partner Desk.
- In these instructions by personal identification we understand any valid document accepted at that time in the regulations of the Aragon Libraries Network.

Instructions to complete the application:

- The form must be filled out in capital letters
- In the APPLICANT DATA section, the new member data will be provided.
- The REPRESENTATIVE DATA section will be filled out only in the case of delegated request by another person.
- Mothers, fathers or legal guardians who act as representatives of minors, may in all cases request the card for the minor represented.
- To request the Library card for minors, only the mother, father or legal guardian can act as representatives. They must provide their personal information in this section although the form can be presented at the Library by another person acting as an intermediary (e.g. other relatives or teachers).

Necessary documentation:

- Library card applicants must show their original ID at the Members counter at the time the form is submitted.
- The identity of the applicants who do not come personally, and request the card through a representative, will be credited through their original or photocopied documentation.
- As an exception, in the case of requesting the Library card for a minor through an intermediary, photocopies can be presented for the identification of the applicant (minor) and, in the case of minors under 16, of the representative (mother, father or guardian).
- Any personal identification, including photocopies, will be returned once the process has been completed and the applicant identity has been accredited.