

**Libraries & Instructional Media Services Department
MEMBERSHIP APPLICATION FORM**

Name: First _____ Middle _____ Last _____
P. O. Box: _____ Telephone: _____ E-Mail: _____
Street Address: _____

Annual Membership Fee Category (please tick one):

- \$26.88 (\$25 + \$1.88(VAT)) College of the Bahamas Alumni Borrowing privileges
- \$26.88 (\$25 + \$1.88(VAT)) Retired College Employee Borrowing
- \$26.88 (\$25 + \$1.88(VAT)) Senior Citizen Non-Borrower
- \$107.50 (\$100 + \$7.50(VAT)) Senior Citizen Borrower
- \$53.75 (\$50 + \$3.75(VAT)) General Membership Non-Borrower
- \$161.25 (\$150 + \$11.25(VAT)) General Membership Borrowing **excluding** Law and Nursing general materials
- \$215.00 (\$200 + \$15(VAT)) General Membership Borrowing **including** Law and Nursing general materials
- \$1,343.75 (\$1250 + \$93.75(VAT)) Institutional/Corporate Borrowing membership (5-10 persons)
- \$2,688 (\$2500 + \$188(VAT)) Institutional/Corporate Borrowing membership (10-20 persons)
- \$8,063(\$7500 + \$563(VAT)) Institutional/Corporate Borrowing membership (20-40 persons)

By signing below, I agree to respect and comply with staff instructions and the rules and regulations of the College of The Bahamas libraries.

Signature: _____ Date: _____

Business Office Use Only

Membership Fee Paid: \$ _____
Cashier's Initial: _____
Date Received: _____

NOTE: Please take your receipt and Membership Application to the College of the Bahamas (COB) Admissions Office, Keva M. Bethel Building, to secure COB identification card. Bring your Membership Application with you to the library on your first visit for registration at the Circulation Desk and your COB membership id card with you each time you visit the library.

Revised January 2015

THE COLLEGE OF THE BAHAMAS
Libraries & Instructional Media Services Department

**Membership Guide
and
Application Form**

College of The Bahamas Libraries

**Harry C. Moore Library and Information Centre, Oakes Field Campus
Hilda Bowen Library, Grosvenor Close Campus
Northern Bahamas Campus Library, Grand Bahama
<http://www.cob.edu.bs/library>**

MEMBERSHIP

- Membership is open to the general public and is tenable at all COB Libraries.
- Submit completed application and fees to Business Office, Oakes Field Campus or in Grand Bahama to the Northern Bahamas Campus Accounts Department.
- Present the receipt to the Admissions Office and a College of The Bahamas identification card will be issued.
- Membership is valid for the period indicated on the COB issued ID card.
- Membership is renewed annually on payment of the fee and validation of the identification card at Admissions Offices.
- Alumni verification is completed at the Business Offices at the Oakes Field or Northern Bahamas Campuses.

MEMBERSHIP BENEFITS

- Use of all COB Libraries for twelve (12) months
- Access to a wide variety of research resources, including Bahamiana
- Access to the computers and free wireless access
- Access to Reference services
- On-campus access to licensed databases, with the exception of the law databases
- Access to COB Virtual Library
- Access to individual study rooms at HCM Library
- Includes up to 50 pages of printing
- Alumni receive special discounted member rate

ACCESS AND BORROWING:

- Members must present valid COB membership identification cards to access the libraries.
- Members with borrowing privileges may borrow a maximum of five books from the general collection (subject to the discretion of the Librarian).
- Books may be borrowed for a period of 14 days and may be renewed once for an additional 14 days.
- Books that are lost, damaged or overdue are subject to fines and fees to the borrower.

REGULATIONS FOR USE

- Smoking, eating and drinking are prohibited in the library.
- Audio and video devices such as iPods and Mp3 players may be used only with earphones in the library.
- Cell phone use in the libraries is prohibited unless there is a designated area.
- Additional regulations are available at the Library.

LIBRARY HOURS

	HCM	HBL	NCL
Sunday	1:00 p.m. – 5:00 p.m.	Closed	Closed
Monday	8:00 a.m. – 9:00 p.m.	8:00 a.m. – 8:00 p.m.	9:00 a.m. – 9:00 p.m.
Tuesday	8:00 a.m. – 9:00 p.m.	8:00 a.m. – 8:00 p.m.	9:00 a.m. – 9:00 p.m.
Wednesday	8:00 a.m. – 9:00 p.m.	8:00 a.m. – 8:00 p.m.	9:00 a.m. – 9:00 p.m.
Thursday	8:00 a.m. – 9:00 p.m.	8:00 a.m. – 8:00 p.m.	9:00 a.m. – 9:00 p.m.
Friday	9:30 a.m. – 6:00 p.m.	8:00 a.m. – 5:00 p.m.	9:00 a.m. – 9:00 p.m.
Saturday	9:00 a.m. – 5:00 p.m.	10:00 a.m. – 4:00p.m.	10:00 a.m. – 1:00 p.m.