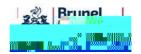


## **BANNERMAN LIBRARY REGULATIONS**

## 1. Preamble

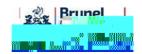
1.1 The following Regulations are intended to ensure that the Library meets the needs of its users (students, staff and external visitors) and provides a safe and comfortable study environment.

V2 .2 Page 1 of 6



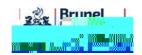
- 2.4 External users will be required to complete a registration form and provide suitable identification to support registration. In providing such personal information the user will be consenting to the use of personal data as specified in the <u>Library Services</u> notice.
- 2.5 All Brunel staff and students using the Library must have a valid ID card. These must be shown to Library or Security staff on request. Failure to present a card on request may result in the user being refused entry to the Library or asked to leave.
- 2.6 Brunel ID and/or Library cards are issued to individuals and are not transferable. Loan of a card to another person so that they can enter the Library is not permitted.
- 2.7 Lost or stolen cards must be reported to the Library as soon as possible. Replacement cards can be obtained (charged-for service) from the Student Centre or Library Helpdesk when the Student Centre is closed. Items borrowed using a card which has been lost or stolen and not reported will be considered the responsibility of the account holder, including any associated charges or replacement costs.

V2 .2 Page **2** of **6** 



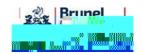
## 3.3 Other equipment

V2 .2 Page **3** of **6** 



If you are not currently a Brunel student or a member of staff and wish to film on campus, please contact the Conference Office (<a href="mailto:conference@brunel.ac.uk">conference@brunel.ac.uk</a>) in the

V2 .2 Page **4** of **6** 



non-return of items where applicable. Lost items are subject to a replacement fee charged at the discretion of the library service from which the material was obtained.

## 5. Use of Library services and materials

5.1 Library users must observe the

V2 .2 Page **5** of **6** 



Owner: Head of Library Services

Approved by: Student Experience Welfare Committee, 12 April 2021

Last updated: 01 July 2021

V2 .2 Page **6** of **6**