

# Joining the library

## Your data.

We request personal information from you as part of our public task to deliver library services. Your information will be used to create and manage your library membership. We will not use your personal data for any other reason, or share it with others, unless we need to do so by law e.g. to prevent or detect crime.

If you have provided your email address we will use this to send you alerts when your reservations are ready for collection, reminders to renew or return items you have borrowed and other information that may affect your use of library services e.g. bank holiday opening times.

Your information will normally be deleted from the library system when you cease to be a member. However if you are in credit/debit to the library service, your information will be retained until the account is cleared, up to a maximum period of 72 months.

At BMBC we are committed to protecting and respecting your privacy. For further details on how your information is used, how we maintain the security of this and your rights to access the information we hold about you, please refer to [www.barnsley.gov.uk/privacy](http://www.barnsley.gov.uk/privacy).



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Metropolitan Borough Council