

About BOOK CLUB SETS



**Goldfields
Library
Corporation**

Sets of books especially for the use of book clubs are available FREE for loan from Goldfields libraries.

There are over 300 different titles to choose from (see the printable list on the website). New titles are added regularly.

EACH Book Club set comprises ten numbered copies in a zip-up bag.

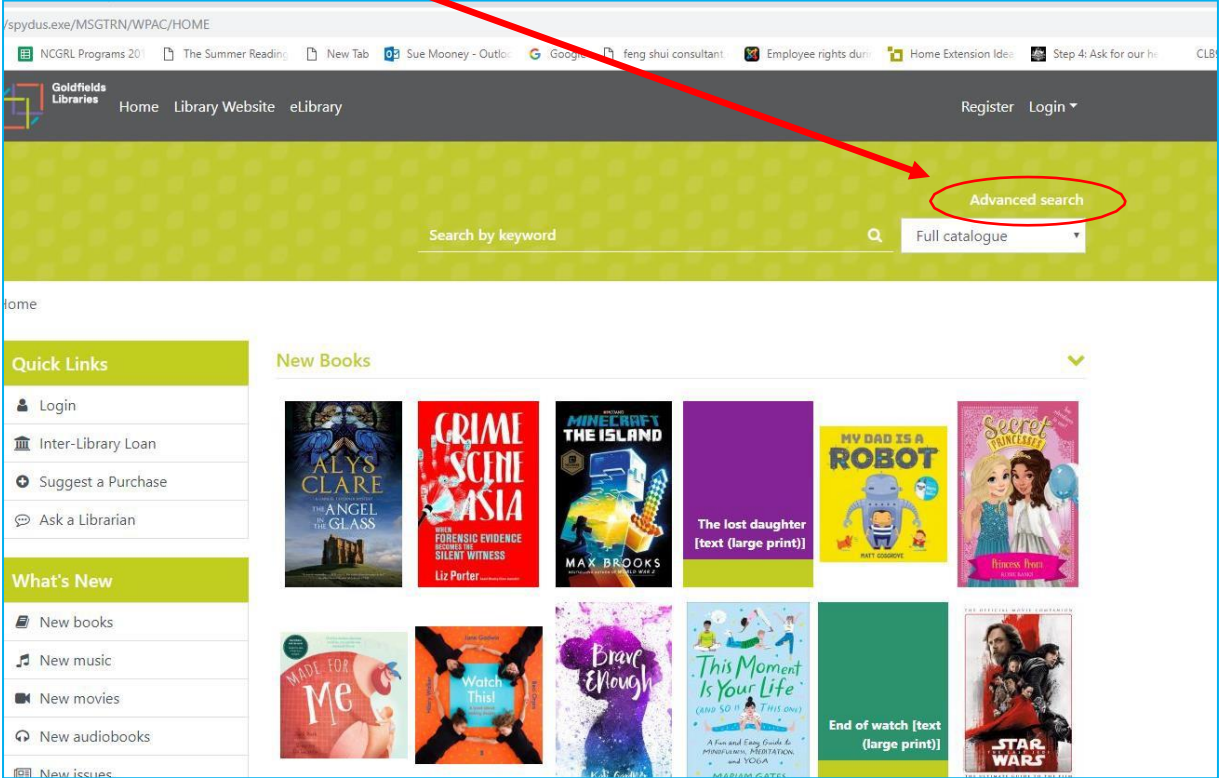
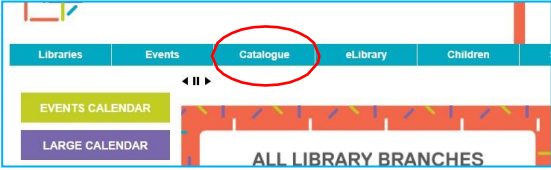
If your book club would like to make use of our Book Club sets:

- Your club nominates a person who will be responsible for collecting and returning the sets.
- This person will bring current photo ID to the library and set up a membership in the name of your club, with their own contact details such as email and/or mobile phone.
- The card will be used to reserve and collect sets. It is best to see what sets are available and not reserved for others before making a reservation.
- The responsible person will be notified when a set is available to collect.
- When reserving, it is important to note if a set is already on loan or has a prior reservation. Some sets will have the status 'mending' meaning they are out of circulation for a time.
- Sets are not self-loaned, they are borrowed from and returned to a staff member. The bag will be checked for 10 items on issuing and when returned.
- Single books must not be returned separately from the set.
- The loan period is 6 weeks, with a further 4 weeks if the set has been renewed.
- A replacement cost applies for lost or damaged items.

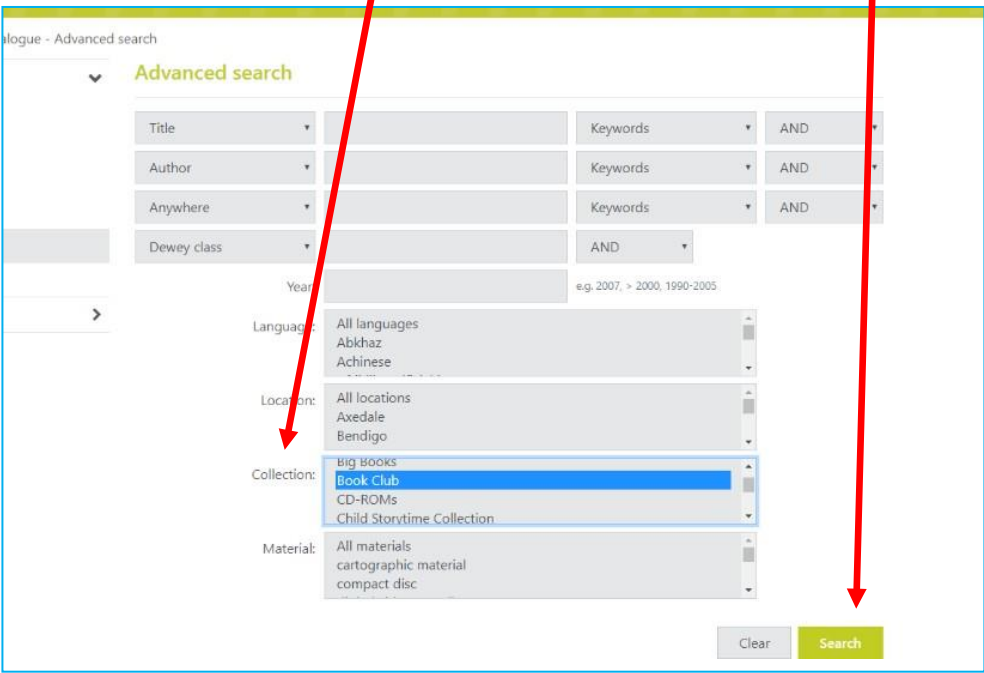
Following are instructions on how to place a reservation on a Book Club set.

1. To select and reserve a book club set

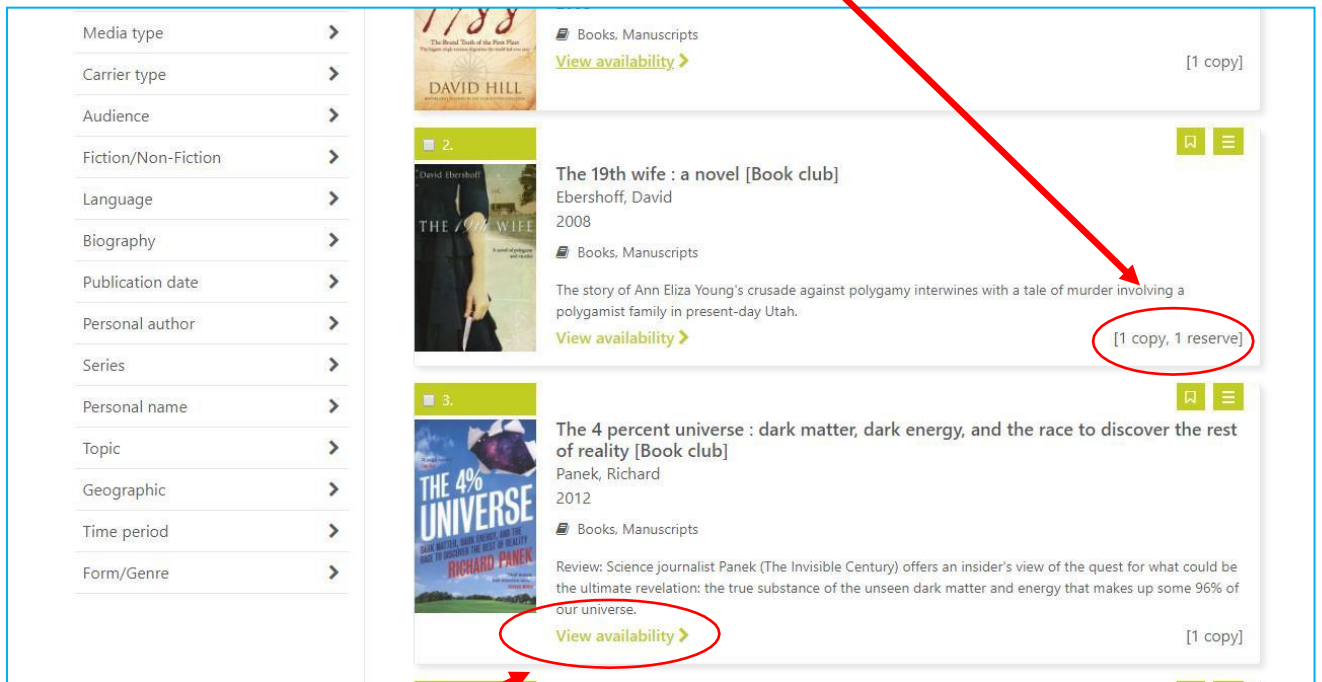
On the home page choose **CATALOGUE** then choose **ADVANCED SEARCH**



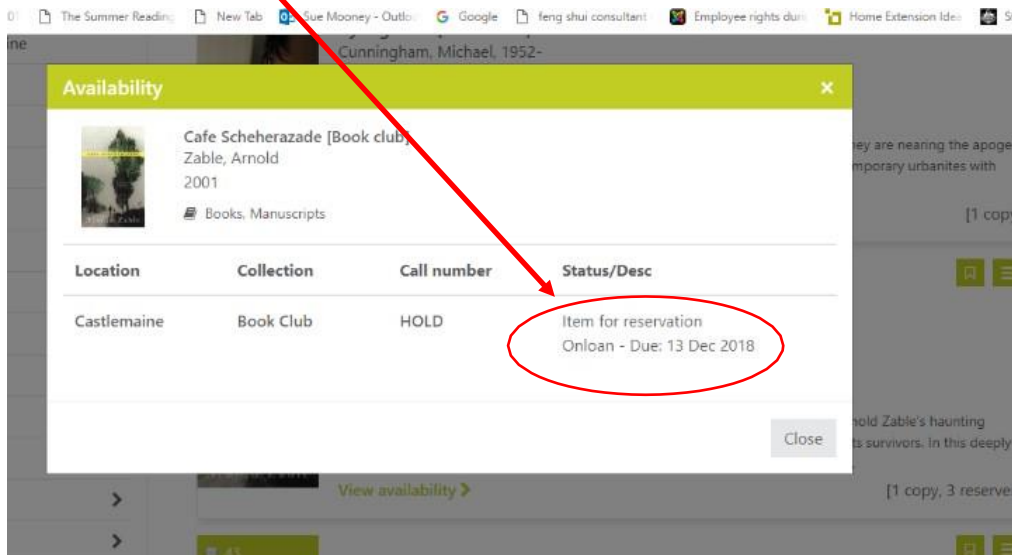
2. Scroll down the **COLLECTION** list and select **BOOK CLUB**, then **SEARCH**



3. The display will show the list of titles and if there are **RESERVES** pending.

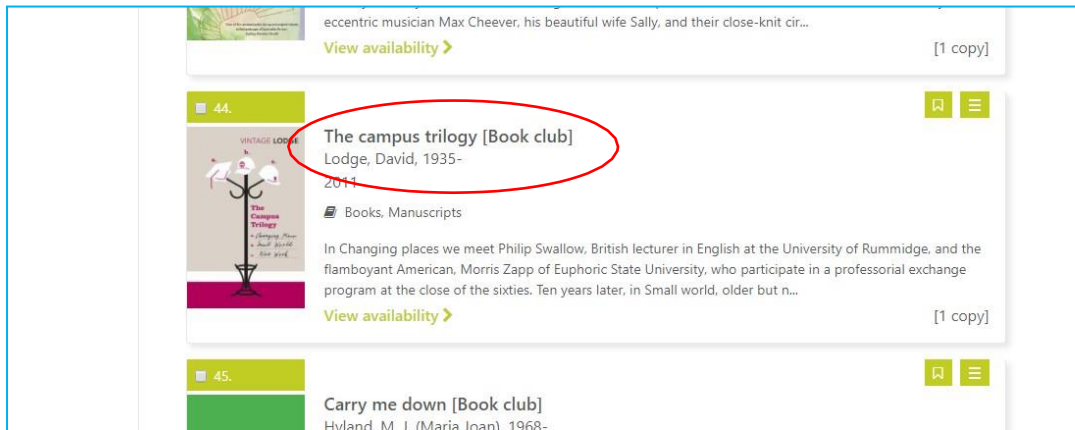


4. Clicking on **VIEW AVAILABILITY** will open another window that shows the location and if the set is on loan.



5. Select **CLOSE** which will return you to the list of Book Club titles.

6. To reserve a set click on the **TITLE** from the list



7. Using your Book Club membership card for the login, reserve your selection

