



Dear Member,

Welcome to the Jewish Children's Library of Memphis!

We are so excited to share our beautiful selection of Jewish books with you and your children!

In this application packet, you will find:

- General information about the library and
- Terms of Membership

If you have any questions at all, please don't hesitate to reach out to me at info@jclmemphis.org.

Happy reading!

Warmly,

Sarah Davis

Director & Librarian, JCLM





GENERAL INFORMATION

Description:

The JCLM is a lending library of high quality Jewish books for the children of the Memphis Jewish community. Currently, the library's selection of over 300 titles is for ages 0-12. We hope to have a section for teens as well in the very near future.

Membership:

\$25.00 per family per year
7 books per family at a time (for 2 weeks)

Hours:

Thursdays: 4:00 – 6:00 PM
Sunday: 2:00 – 4:00 PM

Due to COVID, we will send out a sign-up form where each family will be able to reserve a 15-minute slot.

Location:

5525 Yates Cove
Memphis, TN 38120

Contact:

Mrs. Sarah Davis
info@jclmemphis.org
347-698-8779





TERMS OF MEMBERSHIP

The Jewish Children's Library of Memphis is presently located in the home of Menachem and Sarah Davis located at 5525 Yates Cove (the "Premises"). The provisions this agreement shall apply equally to any subsequent location of the Jewish Children's Library of Memphis.

Library members agree to adhere to all policies issued by the library and are responsible for all activities surrounding the use of their membership, including:

ANNUAL MEMBERSHIP FEE:

- **\$25** annual fee per family
- **7 books** checked out at a time per membership
- Library membership is non-transferable and not refundable.

CHECKOUT/RENEWALS/HOLDS:

- All books may be checked out for a two-week period.
- 1 renewal (for an additional two-week period) may be made either in person during library hours or by e-mailing the library (info@jclmemphis.org) 24 hours before the book is due. The email must include the adult member's full name and the Title and Author of the book. If the email does not include all of the required information, or is not received in time, the book may not be renewed and late fees will apply.

BOOK RETURNS:

- Members are required to return all materials on time.
- Books can be returned during library hours or placed in the book drop located outside the library entrance. The book drop is closed during library hours.
- Late returns will be tracked and fees will be assigned to membership accounts. See fine schedule listed below.
- Books not returned for more than 4 weeks past their due date will be considered lost and the replacement fee will be assigned to your account.





DAMAGES/REPLACEMENT:

- Members are required to return all materials in the condition they were received. Any damage that occurs, including torn pages, torn cover, writing on pages, is the responsibility of the member.
- Damage repairs may not be made by members, but rather library staff must be informed of the damages at the time of return. Please do not tape or repair the book independently.
- A charge will be assessed for lost items or items damaged beyond repair.
- Members who pay for damaged or lost materials will have overdue fines associated with the item waived. The library will not issue refunds for lost items that are subsequently found.
- Parents/legal guardians assume responsibility for the condition of items checked out by anyone listed on their member account, even if the parent/legal guardian was not present at the time of checkout.

FINES/FEES:

Parents or legal guardians assume responsibility for fines and fees that accumulate from items checked out by children.

Fine Per Week Overdue - \$1.00

Replacement Fee - Book price + Binding Fee

Damage - Fee TBD By Library Staff

Library privileges will only be extended to accounts with balances less than \$10.

LIBRARY POLICIES:

- Any item that is left in the library will be held for thirty days. If not claimed, it will become hefker and the library will be authorized to dispose of the item. This also applies to private books that are left in the library.





- The Library reserves the right to terminate a membership at any given time without reason.
- No food or drink will be allowed in the library at any time.
- Children under the age of 10 must be accompanied by an adult or older sibling/escort above the age of 14.
- Policies are subject to change at any time and communication to members will be made with reasonable effort.
- The goal of the Library is to offer reading material that is sensitive to our Torah values, however parental discretion is always recommended when choosing books.

PARKING:

No library members may park in the Davis driveway, nor block the driveway in any way. Please be respectful of the neighbors' driveways as well.

I agree to these terms and conditions and will comply with all the above.

Signature _____ **Date** _____

