

ON-LINE SERVICES

If you have access to the Internet at home you can search our catalogue, renew books and reserve books on-line. You will need to obtain a PIN from your local library to use this service – there is no charge.

Click on libraries at www.bridgend.gov.uk

AND THERE'S MORE . . .



The following special services are also available, please ask your librarian for details.

CDs , VIDEOS, DVDs and TALKING BOOKS

Larger libraries (see the list on the back of this leaflet) have collections of audio-visual items for loan including videos, CDs, DVDs and talking books. These are also available at smaller libraries on special request.

A small fee is charged for the loan of these items (talking books are free to visually impaired readers) – please see our current charges leaflet and notices in libraries.

FAMILY HISTORY RESEARCH FACILITIES

The Local Studies Library at Coed Parc, Bridgend, holds extensive genealogical research tools on microform and CD-Rom. Please ask for a leaflet.

'BOOKLINK'

If you have a relative who is housebound or unable to visit the library due to infirmity, he/she may be eligible to have books delivered to their home by our 'Booklink' Service. Please enquire at your local library.

LEARN A LANGUAGE

Language courses on tape, video and compact disc are available for loan on request at all libraries. A small fee is payable.



COUNTY BOROUGH LIBRARIAN JOHN WOODS

TEL: (01656) 767451

FAX: (01656) 645719

MINICOM (01656) 767349

E.MAIL: woodsjc@bridgend.gov.uk

IF YOU HAVE FURTHER QUESTIONS
PLEASE ASK YOUR LOCAL LIBRARIAN
OR RING 01656 767451



BRIDGEND LIBRARY & INFORMATION SERVICE LOCAL LIBRARIES

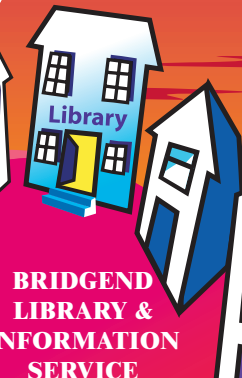
| | |
|----------------|----------------|
| • ABERKENFIG | (01656) 721622 |
| BETWS | (01656) 725696 |
| BLAENGARW | (01656) 871598 |
| • BRIDGEND | (01656) 653444 |
| • CAERAU | (01656) 737947 |
| • MAESTEG | (01656) 733201 |
| NANTYMOEL | (01656) 840719 |
| • OGMORE VALE | (01656) 840880 |
| • PENCOED | (01656) 860358 |
| PONTYCYMER | (01656) 871581 |
| • PORTHCRAWL | (01656) 782059 |
| • PYLE | (01656) 740631 |
| • SARN | (01656) 729561 |
| Mobile Library | (01656) 721622 |

- Larger libraries having wider range of services including collections of audio visual materials.
- 'Cyberlink' libraries with free Internet and smaller collections of books.



REFERENCE & INFORMATION
CENTRE AND
LOCAL STUDIES LIBRARY
COED PARC
PARK STREET
BRIDGEND
CF31 4BA
TEL. (01656) 661813

WELCOME TO YOUR LOCAL LIBRARY



BRIDGEND
LIBRARY &
INFORMATION
SERVICE

Click on libraries at www.bridgend.gov.uk



WELCOME TO BRIDGEND'S LIBRARY AND INFORMATION SERVICE

THIS LEAFLET WILL HELP YOU TO GET THE BEST FROM YOUR LOCAL LIBRARY

SOMETHING FOR EVERYONE

The Library has been designed with you and your family in mind. You will find:

- Novels and biographies for leisure reading.
- Non-fiction to help you learn a new skill or develop existing interests and hobbies.
- Free access to the Internet and other computer facilities.
- Books for children and teenagers.
- Textbooks to help with school and college work.
- Local History collections.
- Books in Welsh.
- Large print books for those who have difficulty seeing to read.
- Newspapers and magazines.



REGISTERING TO USE THE LIBRARY

There is **NO CHARGE** for using the library, borrowing books, or using computer facilities.

If you wish to take books home to read you will need to provide proof of your address and signature (e.g. driving licence) and fill in an application form. If you wish to use the Internet you will also have to sign our acceptable use policy. If you are under 16 you will need the signature of a parent or guardian.



YOUR MEMBERSHIP CARD

Once your application is accepted you will be given a membership card which enables you to borrow up to **10** items and, if required, use computer facilities.

Your card includes your own unique membership number and is not transferable to any other person. You are responsible for all books borrowed on it. You must bring your card with you each time you visit the library: without it you will not be able to borrow books or use computer facilities. Please take care of your card. If you lose it, tell the librarian immediately so that we can stop anyone else using it. A small charge will be made for a replacement card (free for junior readers).



BORROWING AND RETURNING BOOKS

When you have chosen the books you wish to read, take them to the issue desk and hand the librarian your membership card. Your books will be stamped with the date they are due for return and you will be given back your card.

You may return your books to any of our libraries. Please wait at the desk when returning books to see that they are correctly checked in on the computer.

CAN'T FIND THE BOOK YOU NEED?

If you cannot find the book you need please ask the librarian for assistance or use your library's computer catalogue to view over 600,000 titles in other libraries. If we do not have a copy of the book you require in any of our libraries we will try to obtain it for you from another library service in Britain or abroad. A small charge is made for obtaining books from other libraries - please see our current charges leaflet and notices in libraries.

CAN I USE MY CARD IN OTHER LIBRARIES?

Your membership card is valid at any of the **13** libraries run by Bridgend Library and Information Service. You cannot, however, borrow more than **10** books in total. For example, if you already have **6** books on loan from library A, you can then borrow only **4** books from library B.

HOW LONG CAN I KEEP BOOKS?

Books are loaned for **3** weeks: the issue label at the front of the book will be stamped with the date it is due for return. An overdue charge will be made for books that are not returned on time - please see our current charges leaflet and notices in libraries. If you fail to return books or do not pay overdue charges you may lose your right to borrow further books.

If you cannot return your books on time, you can avoid overdue charges by ringing the library and asking for their loan period to be extended. You must do this before the books are due to be returned. If no one else is waiting to read them, you will be allowed to keep the books for another three weeks. Please be ready to read out your membership number (on your membership card) when you ring. You can extend the loan of books in this way twice. If you wish to keep books for a longer period you must bring them into the library for this to be arranged - please remember to bring your membership card with you.

