

## Library card for children in Falu kommun, agreement

In Falu kommun all children who are 6 years or older can have their own library card. It is a personal document and your child can bring it home. We think it should be easy for everyone to borrow and read books.

### Borrowing from the library

With the library card you can borrow books at the libraries in Falun, Bjursås, Svärdsjö, Vika and on the book bus. All loans will be registered by the library. You can borrow and return on your own in self-service stations, or you can ask the staff for help.

### Library rules

The checkout period is typically four weeks. When a loan expires you can either return the book or renew the loan, unless the book has been reserved by someone else. Returning books in time can easily be forgotten. The library will send reminders to the parents/guardians by mail or e-mail, but children will not be fined if loans are overdue. Parents/guardians are responsible for books borrowed by their children and teens up to 18 years old. Children's books that are damaged or lost must be replaced or paid with 150 kronor per book.

If you have questions, please feel free to phone the library on 023-83336.

You can also send an e-mail to [stadsbiblioteket@falun.se](mailto:stadsbiblioteket@falun.se)

### Processing personal data

Personal data means identifying information relating to a living person, for example social security number and post address. The GDPR (General Data Protection Regulation) governs how Biblioteken i Falun processes personal data of your child.

The library will register your child's social security number or LMA-number in order to collect and update name and contact details through the Swedish Tax Agency. We also register the books borrowed. This allows us to keep track of loans made and to keep in touch. The legal basis for doing so is this agreement. The signed agreement can be collected and handed in to the library by a teacher of your child. Contact details to child and parent/guardian(s) will be stored so long as the library card is being used. Loaning history will be deleted continuously after books have been returned. Kultur- och fritidsnämnden in Falu kommun is responsible for GDPR compliance.

Through the GDPR you have a number of rights regarding processing of your personal data, including the right to information, the right to rectification and the right to object the processing of data. If you would like to know about your rights in relation to GDPR please feel free to contact the Data Protection Officer through e-mail to [kontaktcenter@falun.se](mailto:kontaktcenter@falun.se) or phone 023-83000. Visit [www.falun.se/gdpr](http://www.falun.se/gdpr) to read about processing of personal data in Falu kommun.

On [www.imy.se](http://www.imy.se) you will find more information about your rights. If you think your data protection rights, according to GDPR, have been breached you can lodge a complaint with the national Data Protection Authority (IMY).



**GIVE YOUR CHILD A LIBRARY CARD**  
by signing on the next page



There are many benefits to having a library card and also some responsibilities. Take care of books until they are returned so that others can enjoy reading them as well.

I would like my child to have a library card and I accept the library rules in this agreement.

Signature (if there are 2 parents/guardians both must sign)

First and last name of the child

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Social security number/LMA-number of the child .....

Parent/guardian 1

Date .....

First and last name .....

Signature .....

Parent/guardian 2

Date .....

First and last name .....

Signature.....