

Auckland door card application

Application information

Please complete this form and return to the New Zealand Law Society Auckland Library:

✉ auckland@nzlslibrary.org.nz ☎ 09 304 1020

Please note: Access cards can only be issued to currently practicing lawyers or New Zealand Law Society associate members.

Signatories must read and accept:

1) Cards are issued on an individual basis to New Zealand Law Society member lawyers and must not be used to allow another person access to the library, or to any restricted area, including clients, witnesses or family. Proper use of the card is the responsibility of the signatory.

2) Cards must not be given to persons who have no right of admission to the library. No person is allowed to follow the card holder through the door (tail-gating).

3) New cards are provided for a fee of \$25 plus GST. Cardholders must notify the library immediately when a card is lost. There will be a replacement charge of \$35 plus GST.

4) When collecting cards from the library you will be required to show ID.

5) Cardholders must not write on the card to identify where it can be used.

1 Your details

Full name

Barrister sole

Yes No

Firm name

Address and PO box

Email

Phone

Signature (must be from person requesting card)

Date (dd/mm/yyyy)

I confirm I have read and understood the privacy and information handling policy

Yes No

2 Delivery

How would you like to receive your card?

I will collect from the library

I would like it couriered to me at a cost of \$5 (Auckland only)

3 Law Society library staff use

Card number

Invoice number/replacement card

Activated

Privacy and information handling

The Law Society will collect, use, hold and disclose your personal information only for the purposes of delivering Library services, and as otherwise permitted or required by law.

Only authorised staff will have access to your information which is held in a secure environment.

The provision of information by you is voluntary. However, if you do not provide full information, the New Zealand Law Society Library may not be able to deliver the service provided.

Under the Privacy Act 2020 you may request access to and request correction of your personal information held by the Law Society. For more information about the Law Society's Privacy and Information Handling Policies please refer to www.lawsociety.org.nz/privacy. General information about the Privacy Act 2020 is also available on the website of the Privacy Commissioner at www.privacy.org.nz.