



User application for the Public Reading System of Catalonia

Library and type of application

☐ Girona Public Library ☐ Lleida Public Library ☐ Garrigues Segrià Mobile Library
☐ Tarragona Public Library ☐ Municipal libraries ☐ Pere Quart Mobile Library

Application Type: ☐ Registered ☐ Not registered

If you are cancelling your membership, specify the reason: ☐ Express will ☐ Death (to be exercised by the legal representative)

We inform you that the user's cancellation will lead to the cancellation of personal data.

Applicant's identification data

For children under 14 years of age, the details of the legal representative (father, mother or legal guardian) must be completed

Forename First surname Second surname, if applicable
Chosen name (Complete, if applicable, for transgender individuals) Gender
☐ Female ☐ Male ☐ Non binary
Date of birth Identity document

***As per Agreement GOV/45/2022, forenames and surname(s) must be completed as they appear in the individual's national identity document or passport and the chosen names of transgender individuals, as they appear on the health card issued by CatSalut.*

Usual address*

Street / Square / Avenue Number Floor Door Postcode
Location County Province
Home telephone Mobile telephone Email address
Language of loan notifications
☐ Catalan ☐ Spanish ☐ English ☐ French
Nationality Level of education Usual language

** These fields are required*

Alternate address (if applicable)

Street / Square / Avenue Number Floor Door Postcode
Location Province Phone

Details of the legal representative (if applicable)

Forename First surname Second surname, if applicable
Identity document

Usual address

Street / Square / Avenue Number Floor Door Postcode
Location County Province
Home telephone Mobile telephone Email address

Authorisations

-The applicant authorises the submission of information on activities to promote reading and dissemination of cultural services and activities. ☐ Yes ☐ No

-The applicant authorises the publication of images in activities organised for/by the library. You can consult the **image rights** in the section **Communication from the Department to the applicant** which appears in this application. ☐ Yes ☐ No

-The legal representative (father, mother or legal guardian) in the case of children under 14 years of age authorises internet browsing through the library's computer equipment *. ☐ Yes ☐ No



** Parents or legal guardians have the responsibility to ensure the use of the card with regard to internet browsing by minors, exercising the level of control they deem necessary.*

- The applicant is authorised to receive electronic notifications related to this application (only in the event of cancelling ☐ Yes ☐ No membership).
- The applicant authorises with his/her signature that the Department of Culture consult the data necessary to process this application. In the event that the applicant does not authorise the consultation, he/she must attach the necessary documentation and state his/her express opposition below:

Original documentation that must be exhibited

- Identity details (NIF, NIE, passport) number of the applicant and/or signatory (when acting on behalf of another person). and a health card issued by CatSalut if completing the Chosen Name box.
- Documentation as proof of legal representation or guardianship.

Attached documentation (only in the event of cancelling membership)

- User card (optional return).
- Copy of the documentation proving the legal representation or guardianship (if applicable) *.
- Copy of the obverse side of the applicant's identity document - NIF, NIE, Passport - (must be presented only in the event that the applicant has expressly stated that he/she does not wish to authorise the consultation of the necessary data in the section **Authorisations**).
- Copy of the documentation as proof of death (it must be presented only in the event that the applicant has expressly stated that he/she does not wish to authorise the consultation of the necessary data in the section on **Authorisations**).

**In the case of cancellation of membership, the legal representative can prove their kinship through documents such as the family book, the registration of common-law partners, a cohabitation deed, a notarial document, among others.*

Statements

- The applicant agrees to comply with the rules governing the Libraries of the Public Reading System of Catalonia.
- The applicant declares that he/she is informed of the content of the data protection information and of the other sections of the **Communication from the Department to the applicant** which appears in this application.

Location and date

Signature of the applicant (or legal representative)

Communication from the Department to the applicant

Basic data protection information

Processing identification: "LIBRARY MANAGEMENT SYSTEM"

Data controller: Department of Culture through the General Directorate of Cultural Promotion and Libraries and municipalities with libraries that form part of the Public Reading System of Catalonia, under a co-responsibility regime.

Purpose of processing: Management of services provided to users of public libraries, submission of information related to cultural services and products, and management of contests and related prize draws.

Legitimate interest: When you give us your consent, which you may withdraw at any time.

Compliance with a legal obligation applicable to the controller in accordance with Law 4/1993, of 18 March, on the library system of Catalonia, and Decree 124/1999, of 4 May, on services and staff of the Public Reading System of Catalonia.

Recipients: No data will be transferred to third parties, except in cases provided by law.

Rights of data subjects: You have the right to access, correct and erase the data, as well as other rights, as explained in the additional information: <http://cultura.gencat.cat/ca/departament/proteccio-dades/drets/>

Additional information: For more information and to find out the details of the data processing, you can access the website of the Department of Culture: <http://cultura.gencat.cat/ca/departament/proteccio-dades/>

Image rights information

We would like to inform you that, in the activities organised by the body responsible for this procedure, photographs and films can be taken in which the image of people appears, under the conditions established in article 8.2 of Organic Law 1/1982, of May 5, civil protection of the right to honour, personal and family privacy and personal image. The graphic material mentioned may be reproduced and disseminated on the website and in other spaces for communication and dissemination of activities of the body responsible for this procedure.

Electronic notice information (only in case of cancellation of membership)

The electronic notices of official acts will be made available to you in the electronic headquarters of the Generalitat de Catalunya in the space My folder/Electronic notifications.

You will receive a notice to make the electronic notification available to the email address and/or mobile phone number you provide and, if applicable, the password to access the content of the notification.

Once the electronic notice has been made available to you, you have 10 calendar days to accept or reject it.

If you access the notice, it will be deemed to have been served, and once this deadline has expired, it will be deemed rejected.