

## Library Policies and Charges

### Issue Periods

Books	28 Days
Audio Books (CD and Cassette)	28 Days
Magazines	14 Days
CDs, DVDs and Videos	7 Days
Bestsellers	14 Days
PC, XBOX and Playstation games	7 Days

### Renewals

Books and Magazines	14 Days
DVDs, Videos and CDs	7 Days

### Holds

Will be available for up to 8 days for you to collect. Some items, such as Bestsellers and puzzles are unable to be requested.

### Fees

Bestseller Books	\$5.00 / 14 Days
CD's	\$1.00 / 7 Days
DVD's and Videos	\$2.00 / 7 Days
PC, XBOX and Playstation games	\$5.00 / 7 Days

### Service Charges

Reservation of item	Free
Interloan	\$5.00 min.
Urgent Interloan	\$25.00 min.
Photocopying/Printing - A4 (B&W)	20 cents
Photocopying/Printing - A4 (colour)	\$1.50
Photocopying - A3 (B&W)	30 cents
Photocopying - A3 (colour)	\$2.50
Replacement library card	\$2.00

### Overdue Fines (Charged Per Day)

Bestsellers	\$1.00
Books - Adult	20 cents
Books - Children (on children's card)	Free
Books - Children (on adult's card)	20 cents
Talking books	20 cents
CD's	20 cents
Magazines	20 cents
Videos	20 cents
Videos - Children	20 cents

**A billing/administration fee (\$10 adult and \$5 children) will be charged for items exceeding 40 days overdue**

## Library Hours and Locations

### Waitakere Central Library and Learning Centre

3 Ratanui Street, Henderson, Fax 836 9787

Monday	8.30am	-	8.00pm
Tuesday	8.30am	-	8.00pm
Wednesday	8.30am	-	8.00pm
Thursday	8.30am	-	8.00pm
Friday	8.30am	-	5.00pm
Saturday	10.00am	-	4.00pm
Sunday	10.00am	-	4.00pm

### Glen Eden Library and Learning Centre

12 - 32 Glendale Road, Fax 818 5363

Monday	9.00am	-	5.30pm
Tuesday	9.00am	-	5.30pm
Wednesday	9.00am	-	8.00pm
Thursday	9.00am	-	5.30pm
Friday	9.00am	-	5.30pm
Saturday	10.00am	-	4.00pm

### Massey Library and Learning Centre

Corner Don Buck Road and West Gate Drive, Fax 832 5341

Monday	9.00am	-	5.30pm
Tuesday	9.00am	-	8.00pm
Wednesday	9.00am	-	5.30pm
Thursday	9.00am	-	5.30pm
Friday	9.00am	-	5.30pm
Saturday	10.00am	-	4.00pm
Sunday	10.00am	-	4.00pm

### Mobile Library

REFER TO TIME TABLE

### New Lynn War Memorial Library and Learning Centre

3 Memorial Drive, Fax 827 3393

Monday	9.00am	-	5.30pm
Tuesday	9.00am	-	5.30pm
Wednesday	9.00am	-	5.30pm
Thursday	9.00am	-	5.30pm
Friday	9.00am	-	8.00pm
Saturday	10.00am	-	4.00pm
Sunday	10.00am	-	4.00pm

## Library Hours and Locations

### Ranui Library and Learning Centre

Corner Swanson and Ranui Station Roads, Fax 832 2696

Monday	9.00am	-	5.30pm
Tuesday	9.00am	-	5.30pm
Wednesday	9.00am	-	5.30pm
Thursday	9.00am	-	8.00pm
Friday	9.00am	-	5.30pm
Saturday	9.00am	-	12.00pm

### Sturges West Learning Centre

58 Summerlands Drive, Henderson, Fax 837 1937

Monday	9.00am	-	5.30pm
Tuesday	9.00am	-	5.30pm
Wednesday	9.00am	-	5.30pm
Thursday	9.00am	-	5.30pm
Friday	9.00am	-	5.30pm

### Te Atatu Peninsula Library

595 Te Atatu Road, Fax 834 2596

Monday	9.00am	-	5.30pm
Tuesday	9.00am	-	5.30pm
Wednesday	9.00am	-	5.30pm
Thursday	9.00am	-	8.00pm
Friday	9.00am	-	5.30pm
Saturday	10.00am	-	4.00pm

### Te Atatu Peninsula Learning Centre

603 Te Atatu Road

Monday	9.00am	-	5.30pm
Tuesday	9.00am	-	5.30pm
Wednesday	9.00am	-	5.30pm
Thursday	9.00am	-	5.30pm
Friday	9.00am	-	5.30pm

### Titirangi Library

500 South Titirangi Road, Fax 817 6085

Monday	9.00am	-	5.30pm
Tuesday	9.00am	-	5.30pm
Wednesday	9.00am	-	5.30pm
Thursday	9.00am	-	8.00pm
Friday	9.00am	-	5.30pm
Saturday	10.00am	-	4.00pm

# Libraries

## Learning for Life



Waitakere City Council  
Te Taiao o Waitakere

WAITAKERE LIBRARY AND INFORMATION SERVICES  
Ngā Kācano Mātauranga o Waitākere

Online [www.waitakere.govt.nz](http://www.waitakere.govt.nz) · Email: [info@waitakere.govt.nz](mailto:info@waitakere.govt.nz) · For all branches phone (09) 839 2260

## Membership is free !!!

### If you want to join ...

Visit your local library with both photo and address ID (eg. driver's licence or passport, rate account or bill) Or...

Visit the library's website and complete the membership form online. If you are under 18 years of age your parent or guardian will need to sign the membership form.

## Mobile Library Services

The mobile library bus stops at urban centres and rural locations around the city, including schools, retirement villages and resthomes. For a current timetable please contact us on the number on the back of this brochure or visit our website.

## Access and Housebound Services

A service is provided for those who are confined at home because of illness, disability or impaired mobility. Books will be selected and delivered to those who are housebound and without a support network.

A service is also provided to residents of resthomes and retirement villages. Collections and services for those with disabilities or special needs include

- Talking books
- Captioned videos
- Large print books

## Information, Research and Local History Services

A specialist Reference and Local History services and collection is available at Waitakere Central with satellite Reference Services and Collections at Massey and New Lynn Libraries.

### Collections and services include

- Research and information assistance
- Government information including Acts and Statutes, Gazettes and Hansards
- encyclopaedias, yearbooks and almanacs
- Heritage and local history materials
- Genealogy resources
- Help with databases and eResources
- Assistance with internet searching
- NZ Herald on microfilm

## Preservation

The Local History Collections Advisor is available for

- Advice on caring for photographs, family papers and memorabilia
- Information on donating special collections to the Library
- Guidance and information on undertaking an oral history interview or project

## Interloan Services

A range of materials and information can be sourced for you from other libraries around New Zealand and if necessary from around the world. There is a charge for this service.

## From YOUR Computer...

You can visit us on [www.waitakerelibs.co.nz](http://www.waitakerelibs.co.nz) to

- Search the catalogue
- Reserve an item
- Investigate the eResources - databases, articles and journals on any subject
- Renew free checked out items
- Check what books you have out and when they are due
- Check if you have any charges owing
- Browse Children's and reference links

To access your patron record you will need a PIN number. This can be obtained online or at your local library.

## From your mobile phone / PDA

Airpac is the new way to gain access to the library catalogue. You can place a hold from anywhere, renew items during a long bus ride to work, or search the catalogue while shopping to see if that new book in the store is available in your local Library.

Just visit [www.elgar.govt.nz](http://www.elgar.govt.nz) on your PDA or WAP capable phone to try it out.

## Children's and Teens' Services

Each Library branch offers both comprehensive children's and teens' collections and a wide range of programmes, such as storytimes, the summer reading programme and other incentive based reading programmes to meet the needs of the youngest pre-schooler to those in later teen years.

Children's and Teens' Libraries are available to advise and assist parents and children on reading materials and homework study and to work with teachers and schools to undertake school visits and book talks.

## Multicultural and Migrant Services

The Multicultural Services Librarian and the Migrant Information Coordinator are available to assist Waitakere City's ethnic communities, including new migrants and refugees.

Introductory library tours and presentations to community groups can be arranged on request.

## Kaiwhakahāere Māori

The Kaiwhakahāere Māori Librarian is available to help library patrons access a wide range of resources such as

- The Pukapuka collection containing Ngā Taonga Māori and books in Te Reo Māori
- Iwi/hapu histories
- Māori Land Court Minute books on microfilm
- Waitangi Tribunal Raupatu documents
- Government information
- Story time in Te Reo Māori
- Whakapapa (genealogy)

The Kaiwhakahāere Māori Librarian also undertakes community outreach programmes at Kohanga Reo, Kura and Marae.

## Extended Council Services

This service is available at Glen Eden, Massey and New Lynn Library branches. You can pay your Waitakere City Council bills by eftpos or cheque, and staff can assist you with Council information.

## Learning Centres

Our Learning Centres offer free computer and internet access. We also provide Information Technology advice, support and a variety of learning opportunities and free classes for pre-school to senior citizens.