



*Our Lady's College, Galway*

BOOKHIRE APPLICATION FORM 2018 – 2019

Name: \_\_\_\_\_ Class: \_\_\_\_\_

**FEE: €100.00 per school year.**

**This Fee can be paid in full €100 or by 2 instalments of:**

- €50.00 payable by 14<sup>th</sup> May 2018
- €50.00 payable by 1<sup>st</sup> June 2018

**Books will not be issued until such time as the full fee is paid.**

As you are aware the Our Lady's College offers a Book Rental Service to its students. Your daughter(s) is under no obligation to avail of this service. However if a student chooses to use the service both she and her parent / guardian must sign the following contract and return it with the *total fee* to the school secretary before books are issued. The school would appreciate your co-operation in this matter.

**CONTRACT**

- *Books are the property of the Our Lady's College, Galway*
- *Books must not be exchanged with another pupil.*
- *A student must not loan any of her books to another student. Loss of a book resulting from such an action will result in full compensation being paid by the original owner of the book(s).*
- *Books must not be written on, damaged or defaced in any way.*
- *Books that are lost will only be replaced if the value of the lost book has been paid to the school.*
- *Consistent failure on the part of any student to abide by the contract will result in the cancellation of the service.*
- *Books must be returned to the school each year at the end of May when the school year finishes.*

**We, the undersigned wish to avail of the School Book Hire Service and we agree to abide by the rules set out in the contract.**

Signed:

\_\_\_\_\_  
Student

\_\_\_\_\_  
Parent / Guardian

**The fee must accompany this form. Please put fee in an envelope with your name and New Year Group. Thank you.**