## Keeping in touch by email



West Dunbartonshire Libraries are introducing a new email notification service. This service will give you a timely reminder when borrowed items are due for renewal; when itemsbecome overdue; or when reserveditems are ready for your collection. These emails will replace the letters we currently post to you. We will also keep you up to date with a monthly newsletter.

To sign up for this service simply fill in this form and hand it in to your local library.

Name:	
Email address:	
Mobile number (optional):	
Library card number:	

## **Data Protection:**

West Dunbartonshire Libraries adhere to the West Dunbartonshire Council Data Protection Policy. Information recorded on this form will be stored in a secure library management system and will not be shared with any outside organisations. Under the terms of the Data Protection Act you have the right to request access to any information we may hold concerning you. Please ask staff for details.

