



## Rules of the speel-o-theek Hoofddorp

### Who can become a member?

- Parents and other educators
- Professional organisations (pre-school, day-care centre, host parents).

### How to become a member?

- Come to the speel-o-theek when it is open and fill out a form with us.
- Pay there (cash or by card). You will then be given a membership number so that you can borrow.
- Your membership card will be ready after about 3 weeks. You always have to show it when you borrow something.

### What does it cost?

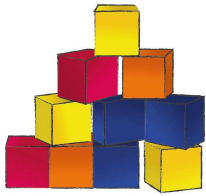
- Check out our website <https://speelothoekhoofddorp.nl/lid-worden/>.
- The subscription fee is determined each year.
- A new member pays the entry fee once.
- A family card is valid for 1 year. You will also pay a borrowing fee per toy.
- A clip card has 20 'clips' and is valid for a maximum of 3 years. Each toy you borrow will cost 1 clip. You can buy new clips when you have used them all. You will also pay a borrowing fee per toy.
- You can change your clip card into a family membership card (or the other way round). You don't have to pay the entry fee again.
- For professional organisations, the subscription fee is twice the amount of a family subscription, because the toys are used more intensively and therefore wear out more.

### What can I borrow?

In case of a family membership:

- Per child: 3 toys of different labels.
- Extra per family card: 2 toys of the label G.
- You can keep the toys at home for 3 weeks. Sometimes this is different. If so, this will be written on the toy and on the computer print that you get to take home.





# SPEEL-O-THEEK DE BLOKKENDOOS

For a clip card:

- A maximum of 6 toys. Preferably of different labels.
- You can keep the toys at home for 3 weeks. Sometimes this is different. If so, this will be written on the toy and on the computer print you will get to take home.

Borrowing period for a special needs card:

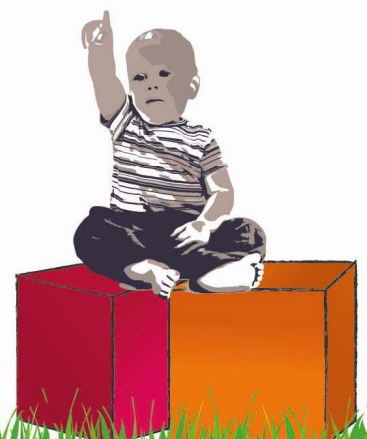
- You can keep the toys at home for 6 weeks. The other rules are the same.

## **How does the borrowing work?**

- The speel-o-theek makes sure the toys are safe toys.
- Children can choose toys together with an adult.
- The adult is responsible for the child and the borrowing.
- We would like you to select toys that fit the child's development.
- You must check the toys before you take them home. You can do this on the wooden counting tables. Is everything in order and whole? Please tell us if it isn't.
- You will get a computer print with you. It shows the date on which you have to return the toy(s). You can always bring toys back earlier. The print also states whether something was already gone or is broken. You are not responsible for that.

## **How does returning the toys work?**

- Check at home whether the toy is still intact, complete and clean. Use the computer print. Take the print back with you to the speelo-theek.
- Protect the toy well when you transport it.
- Please tell us if something is lost or broken.
- We will check and count the toys when you return them.





### **How does it work if something's gone or broken?**

- You have to pay a fine per missing part. But you will get that money back when you return the part. You have to do that within 6 months.
- Toys that are completely lost or broken must be paid for. The toy work group will let you know how much you will have to pay.

### **You cannot return the toys in time?**

- You can extend the borrowing time for most toys one more time for another three weeks.
- Call us when the speel-o-theek is open. Look up your membership number on your card when you call us. You will pay the borrowing fee when you return the toy(s).
- You cannot extend the borrowing time if the return date has expired.
- You cannot extend by e-mail or outside opening hours.
- We will charge a fine if you return the toy too late. This fine is per toy and per week.
- The fine starts immediately on the first day after the return date.

### **What if you don't want to be a member anymore?**

- You hand in your card at the speel-o-theek or
- You send your card to the speel-o-theek or
- You send an e-mail to [ledenadministratie@speelothoekhoofddorp.nl](mailto:ledenadministratie@speelothoekhoofddorp.nl).

### **What else do you need to know?**

- You can report changes in your personal data to the membership administration. Please send an e-mail to [ledenadministratie@speelothoekhoofddorp.nl](mailto:ledenadministratie@speelothoekhoofddorp.nl).
- Professional organisations must inform us immediately if there is a different contact person. Please send an e-mail to [ledenadministratie@speelothoekhoofddorp.nl](mailto:ledenadministratie@speelothoekhoofddorp.nl).
- The board will decide what to do in the event of deliberate destruction.
- The board will decide what to do if a member does not comply with the above rules.
- The board decides in all cases where these rules do not provide.
- You will have to pay an small amount if your membership card is lost.

