

membership application notes

How to join Calibre Audio Library and get started

Welcome to the pleasure of reading through Calibre's free postal lending library of audio books. You can become a member if you:

- can't see well enough to read ordinary books, or
- have dyslexia or a physical disability that makes it difficult to use books, and
- live in the UK, the Republic of Ireland or other European country.

Calibre's service in a nutshell

- A regular supply of recorded books, free of charge by post.
- Over 8,000 titles, professionally recorded from cover to cover.
- Many books on MP3 format CDs.
- The extra option of books on cassette for people with sight problems.
- No subscription fees, no fines for late books, no charge for lost or damaged tapes or disks.
- Books sent and returned by post, free of charge.
- A personal, quick, friendly service.

The notes on the next three pages explain how to join the service and will help you complete the enclosed application form, so you can start to enjoy our books right away.

p1 About you

Please give us your name, address, postcode and telephone number (with the area code). If you use email, it is also useful to have your email address.

Statement of eligibility: to comply with copyright and postal regulations, we need confirmation that you cannot read ordinary print books.

- Please tick the box which best describes why you can't use print books.
- Then sign the form to say that you won't copy our books or give them to anyone who isn't eligible to use them.

If someone else is filling in the form for you, we would like to have that person's details so that we can check if we have any questions.

p2 Choosing your books

Which format do you prefer?

Calibre currently has over 8,000 books available for reading for pleasure, including 1,400 specially for children. All our books are professionally recorded, cover-to-cover. All members can borrow books on MP3 format CDs.

Members with sight problems also have the option of books on cassette.

If you would like more information on MP3 format CDs please tick the box on the form to say so. We will send you information on cassette and in large print.

X-rated books

Many books nowadays contain strong language. If a book contains more than a few swear words, explicit sex scenes or other material which may offend members, we mark it with an X. We will not send you such books unless you tell us that you are happy to receive them. If such books are acceptable to you, please tick the box on page 2 under 'Subject categories'.

What books would you like to read?

The easy way to use Calibre is to tell us what sorts of books you like, and we will keep you supplied with titles we think you will enjoy. This page of

the application form lists our book categories. Please tick up to 15 categories so we can choose books for you, based on your preferences.

In addition, you can send us a personal reading list and we will then send you books from this list whenever possible. The easiest way to do this is through our website – see below for more information. If you do not have internet access, you can buy one or more of our catalogues. The next section describes our catalogues and how to order them.

Even if you plan to set up a personal reading list, do please tell us the sort of books you like. Then if none of the books you have requested are available, we will be able to send you a book you will probably enjoy.

Members who have set up a personal reading list will receive *For Your Ears Only*, a quarterly magazine of reading ideas and new books. It is sent free of charge and is available in print, on cassette, on disk and through the website.

p3 Calibre's catalogues

Two types of catalogue are available:

1. Catalogues of all our books. You need a computer to use these.
2. Catalogues of books on a particular subject or of a particular kind. These are available in large print, and we are also starting to produce synthetic audio versions on MP3 format CDs. If you would like audio catalogues please call our Membership Services team to discuss your requirements.

1. Catalogues of all our books

The most complete and up to date catalogue is on our website: www.calibre.org.uk. This catalogue is free. You can search by author, title, category and format (cassette or MP3).

To set up your own reading list with this catalogue, visit the 'Members only' page on the website and ask for a password when you are prompted to log in. Our website allows you to compile and view your personal list, add books to it, or remove books that you no longer want to read.

We also supply a catalogue on CD-ROM for use with a computer. There is an initial charge of £5. After that updated versions can be downloaded from our website or you can request a free updated disk.

2. Catalogues of books on a particular subject or of a particular kind

We are able to produce catalogues of books you are likely to enjoy, based on the subject headings on page 2 of the application form. These are available in large print. Some catalogues are available in synthetic speech audio on MP3 format CDs. Please phone or check the website for details.

If you would like your own personal set of catalogues, please choose three subjects from the list on page 2 of the application form. This initial set of three costs £10.00. If you would like more, either immediately or at a later date, just phone our Membership Services team on 01296 432 339 between 9.30 and 4.30. They can also give details of the audio catalogues.

The children's catalogue is available in large print, on CD-ROM and our website. All children's catalogues are free of charge.

Ordering catalogues

Please select from the list on page 3 of the application form and enclose your payment if necessary. If you are ordering subject catalogues don't forget to tell us which three subjects you would like.

What happens next

Please send your completed application form to:
Calibre Audio Library, Aylesbury, Bucks HP22 5XQ

If you are buying any catalogues, please enclose your payment.

As soon as we receive it, we will enter you as a member. We will send you information explaining how to use the library, on cassette or disk depending which system you use, and we will also send your first book. We usually do all this on the day we receive your application form.

If you have any questions or problems, do get in touch with me on:
01296 432 339 or email enquiries@calibre.org.uk

We'll be pleased to help.

Trevor Collis
Membership Services Manager

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