



**REGISTRATION FORM AND DECLARATION OF CONSENT FOR THE USE OF THE  
UNIVERSITY LIBRARY OUTSIDE REGULAR BUSINESS HOURS (“OPEN PLUS”)**

You must submit a written application in order to be able to use the library before and after the working hours of library staff. Once your application has been submitted, your library card will be activated for this type of use. The PIN to be entered at the entrance after scanning your library card is the same PIN as for your user account.

For security reasons, video recordings are made during these OpenPlus times. The video recordings are encrypted, and are only accessed if there is an incident that makes intervention necessary for legal reasons (such as theft or damage to property). The video data and access data (library card number and time of entry) are stored on a server at Mainz University of Applied Sciences and are automatically deleted at the end of the third business day after the time of storage (generally after 72 hours).

Please note the following:

- The terms of the Library Usage Regulations and the house rules of Mainz University of Applied Sciences continue to apply during the OpenPlus times.
- You are not allowed to take anyone else inside with you unless they have OpenPlus access themselves. Each person entering the library must scan their own library card and enter their own PIN.
- If you notice or witness an incident (theft, vandalism, etc.), please report it to the library as soon as possible, within 48 hours at the latest.
- Media can be borrowed and returned at the self-check-out desk. Reference holdings (marked with ‘not borrowable’ (*nicht entleihbar*)) may only be read inside the library (short-term borrowing is only possible when library staff is present).
- Media located behind the counter can be used.
- Late fees can only be paid when staff is present.
- You must leave the university immediately after the final announcement (five minutes before closing time).

Your consent to video recording can be revoked at any time (by sending an email to [bibliothek.campus@hs-mainz.de](mailto:bibliothek.campus@hs-mainz.de)). This means that you will no longer be able to use the OpenPlus service. You can find more information on data protection at [www.hs-mainz.de/datenschutz](http://www.hs-mainz.de/datenschutz).

**Consent:**

I, \_\_\_\_\_ (last name, first name) hereby apply to use the library during the OpenPlus times and consent to video recordings being made of me for the aforementioned purpose and stored within the scope of the aforementioned information. I have received a copy of this consent form.

Library card number \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_