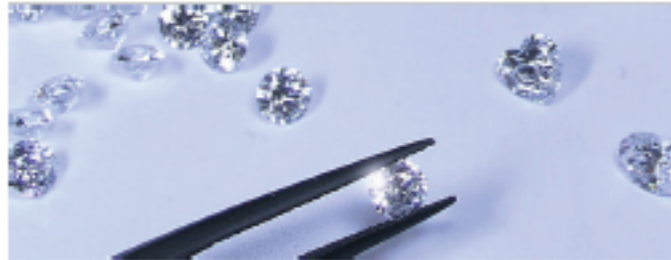


# Stone Library loan Scheme - EU ODL

Each collection comprises of between ten and twenty specimens that exhibit clear identifiable features and characteristics for the purpose of the specific set. Collections include those for general testing, observation using a 10x loupe, spectrum stones, and also crystalline and organic materials with identifiable features.

Gem-A will recommend a set of stones that are most appropriate and valuable for the student based on previous familiarity and the stage of their course. Loan sets will be issued automatically as per student schedule set by Gem-A. The loan is for a maximum period of time (usually about 2 weeks) and the stone set due back by a specified return date.

## Terms & Conditions



### Scheme

The loan scheme is available to registered students of Gem-A, on completion of the library enrolment application form. Loan sets will be issued automatically as per student schedule set by Gem-A. The loan is for a maximum period of time (usually about 2 weeks) and the stone set due back by a specified return date. Further loans will only take place on receipt of a previous loan set. All loan sets will be sent by Gem-A using a recognised recorded delivery service.

### Student Responsibilities

Students must ensure: that any delivery of loan sets is correctly signed for on receipt; that all the stones are handled correctly and with great care to avoid damage and loss; have read the guide and any instructions that accompany the materials; that any damage or loss is reported clearly and immediately to Gem-A; that all material is properly packed and returned as complete sets by the specified due date using a recorded delivery service – with the cost of the return to be borne by the student. Students must inform Gem-A in good time of any possible delays in return dates and of any times such as holidays that may affect usage schedule of the scheme.

### Loss and Damage

Gem-A will set out to replace lost or damaged stones

and will charge students a replacement value based on 'cost of replacing' an equivalent stone as determined by Gem-A. Gem-A will not accept any replacement stone sourced by students and charges will still apply. Any outstanding charges will result in the suspension of the loan scheme or withholding of any pending exam results until these are completely settled.

### Copyright and Ownership

All loaned material remains the sole property of Gem-A thus must not be offered for sale, loaned or disposed of in any way or used for any commercial purpose. All images, whether photographs or micrographs or other, whether hard copy or in any electronic format, are automatically subject to Gem-A copyrights; thus must not be reproduced for commercial purposes without the prior written permission of Gem-A.

### Cancellation

Gem-A reserves the right to refuse any student admission to the loan scheme without having to state a reason. Gem-A reserves the right to cancel a student's participation in the scheme where there has been a breach of conditions through systematic misuse of the scheme or improper handling of materials leading to damage or loss. Any such cancellation will be served without full or partial refund.

# Stone Library Enrolment Form

The scheme operates for a period of six months or for one year based on the student's enrolment choice. The enrolment fee covers the administration of the scheme and includes the cost of postage and packing borne by Gem-A on sending out items – all sets are sent using recorded delivery

## Student Details

Family Name:	<i>Note: please provide details of the address where you are able to receive &amp; sign for the delivery of the loan stones</i>		
Other Names:	Address:		
Student No.:			
Course:	Foundation <input type="checkbox"/>	Diploma <input type="checkbox"/>	
Email:	Postcode:		
Mobile Tel:	Home Tel:		

## Enrolment Period & Fees

Select enrolment period	One year @£180 <input type="checkbox"/>	Six months @£90 <input type="checkbox"/>
Payment can only be made using a Visa or Mastercard credit/debit card OR a cheque/bank draft drawn on a British bank. Please indicate if cheque is enclosed and made payable to Gem-A (tick) <input type="checkbox"/>		

## Payment by Card

Card No	Start Date	End Date
<input type="text"/>	<input type="text"/>	<input type="text"/>
<i>Card issue No (if applicable):</i> <input type="text"/>		
Name on Card:	Signature:	

## Agreement of Loan Scheme

I, the applicant, have read and understand all the terms and conditions (previous page) and agree to abide by them. I also enclose a full payment or card details as above.	
Signed:	Date:
<i>Hand in or send completed form to Gem-A at the address below</i>	



**Gem-A**  
21 Ely Place, London, EC1N 6TD