Terms and Conditions of the Service

1. Clients must be registered to use the service. Orders can be placed on line or posted or faxed in. A minimum of one week is required to process orders and bookings.

2. Dundee clients must collect resources from and return them to Reception at Kings Cross, which is open from 8.30am to 5pm, Monday to Friday. Angus and Perth and Kinross clients can have materials delivered to a selection of NHS premises. We add three days to the dates you require the materials to accommodate internal mail.

3. Leaflets can be delivered to almost all NHS premises across Tayside.

4. The person named on the booking form is responsible for ensuring the safe return of any resources. Damage or loss may incur charges.

5. Please ensure resources are returned promptly as someone else may be waiting for them. Please call if you would like to extend a loan to see if this is possible. Reminders will be sent for late returns, then an invoice will be issued if they are still not returned.

6. Students must provide a Course Leader name and details of their institution. If materials are not returned, the Course Leader will be notified.