

FEES AND CHARGES 1st April 2018 - 31st March 2019

OVERDUE BOOKS AND LANGUAGE COURSES

	Adult	Over 65 / Disabled	5 - 17	Under 5
Daily charge	25p	15p	3p	No charge for children's books borrowed for under 5s on under 5s' tickets
To a maximum of	£5.25	£3.15	63p	

OVERDUE MOBILE LIBRARY LOANS

No overdue charge for items if borrowed from a mobile library on a mobile library card

AUDIOBOOKS (CDs AND CASSETTES)

	Adult / Over 65 / Under 18 Hire charge for 3 weeks	Disabled	Overdue charges
1 or sets of 2 items	£1.50	As book loans, free for 3 weeks and up to 3 renewals	Adult: 25p per day (maximum £5.25) Over 65/Disabled: 15p per day (maximum £3.15) 5 - 17: 3p per day (maximum 63p)
Sets of 3 or more items	£2.50		
Children's titles	Free		

MUSIC CDs

	Adult / Over 65 / Under 18 Hire charge for 1 week	Disabled	Overdue charges (all borrowers)
1 or sets of 2 items	50p	First 3 weeks free	10p per day (maximum £2.10) 15p per day (maximum £3.15)
Sets of 3 or more items	£1.00		

DVD (Including Blu-ray)

All borrowers (may not be hired on an Under 16 card)

	Hire charge for 1 week	Overdue charges
General interest	£2.50	30p per day (maximum £6.30)
Special interest	£1.00	20p per day (maximum £4.20)
Sets of 4 or more items	£4.00	50p per day (maximum £10.50)

COMPUTER USE *(including VAT)*

Library members: up to 2 hours free access per day. Non-members: £1 for 30 minutes, £2 for 60 minutes or £4.00 for up to a maximum of 2 hours per day. Additional time over 2 hours, is charged at the rate of £1 per 30 minutes (or part thereof) for both members and non-members

RESERVATIONS

Type of reservation	Adult	Under 18	Over 65 / Disabled / Online
Specific and subject: within Devon	£1.00	Free (children's books and story tapes)	75p* (see notes below)
Books/ printed music sourced from outside Devon	£5.00 additional fee	£5.00 additional fee	£5.00 additional fee
Books obtained from the British Library	£11.00 additional fee	£11.00 additional fee	£11.00 additional fee
Music sets and playsets	Free	Free	Free
Large print books	Free	Free	Free

No charge for DVD or CD reservations when placed in person in libraries which do not stock the requested format. Hire charges still apply. 75p applies to all reservations placed online by borrowers, reservations placed by people who are over 65 and mobile library users. Reservations are free for those with a disability.

MUSIC SETS AND PLAYSETS

Hire charge	All borrowers
Music: orchestral (per set)	£6.00 per month
Music: choral sets / 10 vocal scores or libretti	£4.00 per month
Playsets	£2.00 per month
Penalty for sets returned late or with parts/copies missing	£10.00

LOST AND DAMAGED ITEMS

Borrowers are responsible for all items issued on their tickets, and will be charged for any items lost or damaged. A standard scale of charges is applied, based on the cost of a new replacement item of the same type. For items of special value or material borrowed from other library authorities, a significantly higher charge will normally be made.

REPLACEMENT TICKETS

Adult	Under 18
£1.00	50p

COMPUTER PRINTOUTS AND PHOTOCOPYING *(including VAT)*

Type of copying		Black and white	Colour
• Photocopies and computer printouts	A4	10p	50p
	A3	20p	£1.00
• Copies made by staff on behalf of customers	A4	50p	£1.50
	A3	75p	£2.00
• Printouts from microform			
• Map copying			
• Where customers require copies to be posted or faxed (including p + p and VAT)	A4 / A3	£5.00 minimum charge for up to 4 sheets. Further sheets charged at staff-assisted rates above	

FAX *(including VAT)*

	Within UK	Beyond UK
Per page	Transmission: £1.00 first page, 50p thereafter Receipt: 50p	Transmission: £2.00 first page, 50p thereafter Receipt: 50p

VAT is chargeable only where shown

If you would like a summary of this in a different format such as large print, Braille, or tape, or in a different language, please contact us on +44(0)1884 824546 or email info@librariesunlimited.org.uk



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