

# LIBRARY CHARGES



## **Overdue books and audiobooks**

We only charge for days that a library is open, therefore charges vary between libraries. Charges are per item per day

Adults - 13p (maximum £6.50)

Young people (5 to 17) - 2p (maximum £1.35)

Registered with PCC as chronically sick or disabled - 2p (maximum £1.35)

Under-fives – 50p if not returned within one week of receiving a reminder, to a maximum of £1.

## **Overdue reminders**

We charge 50p for each overdue reminder sent by post or email to any member aged eighteen or over. This applies to all reminders for books and audiobooks, and to follow-up reminders for other items.

## **Music CDs**

£1 for up to one week then 25p per day up to a maximum of £6.50

## **Language courses**

One or two items - £1 for one week, then 50p per day (maximum £12)

Three or more items - £5 for three weeks, then 50p per day (maximum £12)

## **DVDs**

Premium - £3 for three days, then £1.50 per day (maximum £15)

Standard - £2.50 for one week, then 50p per day (maximum £13)

Value - £1.50 for one week, then 25p per day (maximum £6.50)

Short - 70p for one week, then 15p per day (maximum £3.75)

## **Request fees for books, DVDs and CDs**

In stock or on order, notified by email – no charge

In stock or on order, notified by post - £1

Not in stock, notified by email - £1.50: Not in stock, notified by letter - £2.50

## **Urgent interlibrary loan requests**

Plymouth residents - £4: non-Plymouth residents £10

We charge for copies of journal articles in order to comply with copyright legislation.

## **Replacement library cards**

50p per card

## **Hire of music sets/playsets**

Plymouth-based groups

Vocal scores or libretti, per ten copies - £1.70 per month

Boxed vocal or orchestral sets, per box - £1.70 per month

Playsets – no charge for nine weeks, thereafter £1.70 for four weeks

### **Groups based outside Plymouth**

Vocal scores or libretti, per ten copies - £3 per month

Boxed vocal or orchestral sets, per box - £3.50 per month

Playsets – no charge for nine weeks, thereafter £1.70 for four weeks

### **Photocopying and scanning**

There is no discount for double-side copies. Prices are per sheet unless stated.

#### **Self-service photocopies**

A4 black and white - 10p: A4 colour - £1

A3 black and white - 20p: A3 colour - £1.50

#### **Staff-assisted photocopies**

A4 black and white - 30p: A4 colour - £1.20

A3 black and white - 40p: A3 colour - £1.70

#### **Posted or faxed photocopies**

A4 black and white - £2.40 (up to 4 sheets, then 60p per sheet), plus P&P

A4 colour - £1.50, plus P&P

A3 black and white - £3.20 (up to 4 sheets, then 80p per sheet), plus P&P

A3 colour - £2, plus P&P

#### **Self-service scanning to USB devices**

10p per scan

#### **Printing from public computers**

Prices are per sheet

A4 black and white - 10p: A4 colour - £1

#### **Printing from microform**

Prices are per sheet

A4 black and white - 50p: A3 black and white - £1

#### **Sale of printed catalogues and factsheets**

We advertise the prices of these items as they are published.

#### **Fax service**

Prices are per page

Transmission within UK - £1.25: Transmission to Europe - £1.50

Transmission to North America - £2: Transmission to the rest of the world - £2.50

Receipt of faxes (A4) - 75p

#### **Research service**

First 15 minutes – free of charge

Hourly charge - £40 or pro rata

### **Photographs and other images**

We supply copies of our photographs for commercial and non-commercial purposes if we own the copyright or if the photograph is not in copyright.

### **Non-commercial use**

TIFF supplied on CD - £12: JPEG sent by email - £6

Printed on A4 160 g/m<sup>2</sup> paper - £5: Printed on A3 160g/m<sup>2</sup> paper - £10

### **Commercial use**

For more information phone (01752) 305909 or email [library@plymouth.gov.uk](mailto:library@plymouth.gov.uk)

### **Lost and damaged items**

A scale of charges operates which reflects the replacement cost. Please ask staff for details.

### **People's Network public computers**

There is no charge for library members. Please see separate notice for details of charges for visitors

### **Events and informal learning**

We may charge for events and informal learning sessions. We always advertise charges with details of the event or session.

### **Loans to residential and nursing homes and sheltered accommodation**

For one year to one establishment - £45

### **Hire of premises and Sales of art and craft**

Please ask staff for details.