

Library Charges 2023/24

General Fees					
Internet Access 2 hours per day max. Free (with library card)	Printouts from Computers and Photocopies Black and White A4 – 10p, A3 – 20p Colour A4 – 25p, A3 – 50p	Microfilm Printouts Where facilities exist: 70p 80p staff assisted	Fax Where facilities exist - Sending: 50p per side in UK £1 per side outside UK Receiving: 10p per side	Scanning Free with PaperCut account	Laminating Where facilities exist: A4 – £1 A3 - £2
Lending/Reservation Fees					
Lending Books Free	Reservation Fees Reservation of item in stock: Adults – Free Children – Free	Inter Library Loans Charges based upon charge to service by loaning agency and range from £1 to £10.35	DVDs Adults - £1 (1 week) Children – 50p (1 week) Mobiles: £1 (until next scheduled visit)	Spoken Word Adult - £1.25 Children - Free Visually Impaired Customers exempt from loan and reservation fee	Reservation Fees Non-subscription reading groups - 25p per item staff assisted Music Groups – Orchestra sets £12 Vocal scores £6 per 20 items or part thereof unless loaning agency charge exceeds in which case charged at cost to service
E-Books Free	Request for item not in stock - £1	British Library ILL renewal - £5.70			
E-Audio / Music Free		Other ILL - no renewal charges			
E-Magazines/Newspapers Free		Replacement of lost ILL item – as per loaning agency's charge			
Home Library Service Free					
Overdue Items Fees					
Books - Adults 1 st day no charge then 25p - £8 (per item)	Books - Children No charge for children's items borrowed on children's accounts.	Books - Groups Reading and Drama Groups – 1 st day no charge then 25p - £8 (per item) Music Groups - £4.60 per orchestral set	DVDs Adult 1 week loan £1 - £12 (per item) Children – no charge for children's DVDs borrowed on children's accounts	Spoken Word Adult - 1 st day no charge then 25p - £8 (per item) Children – no charge for children's spoken word borrowed on children's accounts	Debt Recovery Accounts with outstanding charges (fines and/or replacement costs) of £20 or more and/or where items are more than 84 days overdue £8 administration fee per case referred for Debt Recovery
Other Fees					
Reading Group Subscription and Music and Drama Groups £40 per group per year	Replacement Library Cards Library Card £2	Replacement Fees for Stock Books/Spoken Word – as per catalogue or an average replacement cost DVDs £18 N.B Replacement charges for other items available on application	Hire of Venue for Meetings Community groups/charities Min. daytime charge £11 per hour Businesses/ Commercial Min. Daytime charge £22 per hour "Out of hours" – hire charge as above plus actual cost per hour of any additional staffing required	Refreshments for Meetings Community groups/charities 75p per person Business/commercial organisations £1.50 per person	Local/Family History Research Local Studies/Family History research and reference checking carried out by staff on behalf of absent customer (i.e. written / email enquiries) First 20 minutes free. Thereafter £6 per 30 minutes (max time 1hour). Print outs/scans charged as above. Postage at cost. Photographic digital reproduction on application
Children's/Family Special Events Local arrangements apply					