Middlesbrough
moving forward

LIBRARY CHARGES and LOAN PERIODS

Effective from 2nd April 2012

Please note charges apply to each item

ITEM		Loan period (days)	Hire charge (£)	Overdue charge and period (£)	Maximum total overdue charge(£)
Books	- adults	21	*FREE*	0.16 per day	6.72
	- teenage	21	*FREE*	0.09 per day	3.78
CD Roms/software		7	1.00	0.30 per day	4.20
PS3/Wii/NintendoDS/Xbox (premium)		7	3.20	1.55 per day	10.85
PS3/Wii/NintendoDS/Xbox (non premium)		7	1.50	0.50 per day	7.00
DVDs (premium)		7	2.95	1.55 per day	10.85
DVDs (non premium)		7	2.00	0.35 per day	4.90
Blu Ray		7	1.50	0.50 per day	7.00
Language courses		21	2.00	0.15 per day	6.30
Music CDs		7	1.00	0.30 per day	4.20
Spoken Word cassettes		21	1.50	0.15 per day	6.30
Spoken Word CD/ MP3 CD		21	2.20	0.17 per day	7.14
Playaway		21	1.50	0.17 per day	7.14

Music Scores (per 20 copies) 10.00

Music Scores Delivery Charge £5.00

RESERVATIONS

Listed in catalogue *or* on order	***FREE***
Not in stock	1.50
British Library	5.50
Children	***FREE***

REPLACEMENT TICKETS

Adults	1.50
Under 16's	1.00

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REPRODUCTION CHARGES and OTHER SERVICES

Effective from 2nd April 2012

PHOTOCOPIES/PRINTOUTS

A4 single-sided (B&W)	0.10
A4 single-sided (coloured)	0.30
A3 single-sided (B&W)	0.25
A3 single-sided (coloured)	0.75
Stapling (per staple)	0.05

MICROFORM PRINTOUTS

A4	0.50
A3	0.75

DIGITAL PHOTOGRAPHS

From stock (per item)	0.30
From stock (daily rate)	5.00
Building photos (per session)	10.00

REPRODUCTION FEE

Commercial publications B/W	40.00
Commercial publications colour	50.00
Internet – UK – B/W	40.00
Internet – UK – colour	50.00
Internet - Worldwide – B/W	60.00
Internet – Worldwide – colour	80.00

Commercial promotions & Advertising 150.00

Film Licence 75.00

SCANNING

Up to 5 sheets	1.00
Per File (jpg)	1.50

COMMISSION ON SALES

Sales of items for the public	20%

COMPUTER CHARGE

Yearly Jan – Dec – Adult	3.50
Children (under 16)	2.50
Guests	5.00

LAMINATING

A4 sheet	1.00
A3 sheet	1.50

FAX SERVICE

To send a fax

UK	- 1st sheet	1.50
	- subsequent sheet	1.00
International	- 1st sheet	2.50
	- subsequent sheet	1.00

To receive a fax

- 1st sheet	0.50
- subsequent sheet	0.10

RESEARCH CHARGES

Per half-hour	12.50
Small research fee	5.00

ROOM HIRE

Available at selected libraries – cost varies dependent upon the time and which day of the week - please ask staff for current charges and booking arrangements