

# Library charges



<b>Late charges per item</b> excluding the Mobile Library	
Children and young adults (0-17years) Books and Talking Books	No charge
Adults (18 +) Books and Talking Books	20p per day (maximum charge for each item £10)
All DVDs	20p per day (maximum charge for each item £10)
All CDs	20p per day (maximum charge for each item £10)
LEGO® for Loan box	As per LEGO® Lending Agreement
Reading groups	20p per day per item (maximum charge for each item £10)
Overdue postal notifications may be chargeable	£1
Pre-overdue notification to an email address	Free
<b>Late charges per item – Mobile Library</b>	
Adults and Children – Items borrowed	No charge
Adults and Children – Items borrowed from all other libraries, and returned late to the Mobile Library	Charge as per Library from which the item was borrowed
<b>Replacement membership cards</b>	
First loss in any calendar year	Free
Subsequent loss in each calendar year	£1
<b>Lost and damaged items</b> when an item is being written off	
Staff may make a higher charge, if this reflects the item's value	
Adult Fiction and Non-Fiction	£9
Large Print(all), Adult Graphic Novels and Books on Prescription	£7
Children's Fiction and Non-Fiction	£5 – No charge for damaged books on under-5s card
Young Adult Fiction and Non-Fiction	£4
Talking books	£8 child set; £30 adult set
Reference books	£15 child; £30 adult
Music CD	£8.50
Music score	£15

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Drama (single copy)	£9
Language course	£36
DVD	£12 single; £24 box set
Damaged DVD/CD security case	£2
LEGO® for Loan box	As per LEGO® Lending Agreement
Lost items subsequently found on production of item and receipt	Refund
All Inter Library Loans will be charged at full replacement cost price, as set by the Lending Authority.	
<b>Account charges should be cleared at each visit. Any outstanding charges may prevent online renewal or use of the library computers</b>	
<b>Reservations</b>	
All lending items from within the stock of LibrariesWest authorities	Free
E-Audio Books	Free
E-Books	Free
Items obtained from outside the LibrariesWest area (Interloans), for all users – including children and access members	£10 per item subject to consent of lending organisation /authority
Adult reading group set	£6 booking fee for up to 20 copies of any one title
Music and Drama sets	The hire of sets of music or play scripts for performance is available by subscription through the Somerset Performing Arts Library (PAL), Yeovil or other suppliers. See staff for further information
<b>Entertainment</b> – hire charges	
DVD per week	£2
Children's DVD borrowed by child aged 11 or under – per week	£1
DVD box set (3 week loan)	£4

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Talking Books – Children and young adults (0-17 years) for 3 week loan	Free
Talking Books – Access members – 3 week loan	Free
Talking Book (excluding audio downloads) – Adults 18+ - for 3 week loan	£1
Talking Books – E Audio downloads – All users	Free
Language Courses – 3- week loan	£2
Music CD - 3- week loan	£1.10
<b>CD Roms/Computer Games</b>	As set by the Lending Authority
<b>Photocopying and print-outs</b> per side	
A4 copy – black and white	15p
A3 copy – black and white	30p
A4 copy – colour	60p
A3 copy – colour	£1.20
A4 print-out from microfilm	60p
<b>Electronic items for sale</b>	
Memory Sticks	As priced
<b>Internet and public computers</b>	
Computer use by library members	Free
Wi-Fi internet	Free
<b>Local studies and family history</b>	
Facility fee per image without acknowledgement	£100
Facility fee per image with acknowledgement	£50
Postal and email enquiries research	First 30 minutes free, then £15 per 30 minutes
Digital copy of image	£10-£15 dependent on size of image
<b>Library event</b>	As priced; where events are free, donations welcome to support purchase of resources.

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<b>Hire of libraries</b> (Public Liability Insurance required – please see below)	<b>Community Rate</b> <b>Not-for-profit &amp; charitable organisations</b>	<b>Commercial Rate</b> <b>Commercial organisations sole traders, self-employed</b>	
Hire of Library premises, except for premises and services below:	£10 per hour	£20 per hour	
Reading Group Meetings held out of library opening hours	£8 per hour		
Library related meetings in library opening hours, subject to availability of space	Free		
ICT training (excludes printing costs) – use of library ICT facilities for basic ICT skills training, held out of library opening hours	£8 per hour (Free during library opening hours)	£20 per hour (£15 per hour during library opening hours)	
<b>Portishead Library (add VAT) and Yatton Library Meeting rooms – per hour</b>	<b>Library based activities</b>	<b>Community use</b>	<b>Commercial use</b>
Portishead Library Meeting Room Wake Worlock Room (Yatton Library)	Free during Library opening hours	£6 per hour (5-10pm: £14 per hour)	£15 per hour (5-10pm: £20 per hour)
Cadbury Room (Yatton Library) Greta Lewis Room (Yatton Library)	Free during Library opening hours	£4 per hour (5-10pm: £8 per hour)	£10 per hour (5-10pm: £15 per hour)
Other spaces available for hire in Yatton Library	Price on application		
Refreshments	Price on application		
<b>Campus Library, Congresbury Community Library and For All Healthy Living Centre Library</b>	Please contact venue for further information		
<b>Promotional events</b> with or without items for sale	Fee by negotiation – up to £55 plus 20% commission on all items sold	Fee by negotiation – up to £100 plus 20% commission on all items sold	
<b>Art and Photographic Displays</b>	£25 plus 20% commission on all items sold	£100 plus 20% commission on all items sold	
<b>Public Liability Insurance</b>	Community rate-10% of total hire charge (£10 minimum) if £5million public liability insurance not held. £10 where no hire charge payable. Commercial rate – hirers must arrange their own public liability insurance cover for a minimum indemnity limit of £5million and provide a copy of a valid certificate		
<b>Talks to organisations</b> by Library staff	Free - subject to staff availability		