Annex no. 1 to the directive no. 19 – LIBRARY RULES

Price list of charged services and other charges of the library

Issuing a library card and annual fees (validity: 12 months)
- students, members of the editorial boards of the IIR ........................................ 50,– Kč
- other external users ....................................................................................... 100,– Kč
- duplicate of the library card ....................................................................... 100,– Kč
- one-day entrance fee .................................................................................... 10,– Kč

Copies of the library materials (self-service copying)
- A4 format ........................................................................................................ 2,50 Kč
- A3 format ........................................................................................................ 4,– Kč
- pre-charged card (50 copies) ................................................................. 125,– Kč
- pre-charged card (100 copies) ................................................................. 250,– Kč

Copy delivered by fax – 1 page A4 ............................................................... 6,50 Kč
(an additional charge corresponding to the number of electronic impulses is included in the price)

Printing
- A4 format ........................................................................................................ 2,50 Kč

Deposits for borrowing publications
- publications that were published in 1993 or later ........................................ a deposit corresponding to the value of the book
- small prints (no prices listed) ................................................................. 250,– to 500,– Kč
- older publications ....................................................................................... 500,– to 1000,– Kč
- e-book reader ................................................................................................ 2000,– Kč

Fees and sanctions
- charges for keeping books past their due date ........................................... 100,– Kč / day
- charges for keeping an e-book reader past its due date ................................ 10,– Kč / day
- damaged material fees ................................................................................ 50 % to 100 % of the value of the book
- 3rd reminder (registered letter) ................................................................. 50,– Kč
- the fee for the preparatory measures before legal action is taken, including the last overdue notice (for each document) ................................................................. 300,– Kč
- handling charge for replacement of lost or damaged materials (for each document) ................................................................. 200,– Kč
- handling charge for refunding of deposit by postal services ..................... 100,– Kč

Inter-library loan service (deposit corresponding to the expected value of the book)
- fee charged by the institution owning the requested item
- postage and packing according to the applicable tariff

International inter-library loan service (deposit corresponding to the expected value of the document)
- fee charged by supplying institution (NK ČR, NTK)
- postage and packing according to the applicable tariff

Special search – bibliographic research ......................................................... 250,– Kč/hour.
(additional fee charged for printing/sending by fax/postage and packaging)