

FEES – CHARGES

Excerpt from "Entgeltordnung"

For the use of the public library Wedel according to the "Nutzungsordnung für die Stadtbücherei Wedel" the charges as follows under private law are payable.

1. Userfee

Annual fee adult	28,00 €
Annual fee „Family I“	40,00 €
Annual fee „Family II“	0,00 €
Only children's media, no movies)	
Annual fee children up to 18 years	0,00 €
Annual fee children up to 18 years incl. movies	14,00 €
Reduced annual fee	14,00 €
Fee for Quarter-year	10,00 €
Annual fee for Wedel institutes	0,00 €
Annual fee for foreign institutes	28,00 €

2. Services for our customers

Handling fee for interlibrary loan	3,00 €
Pre-reservation-fee	2,00 €
Prolongation of der loan period (Email, phone,)	1,00 €
Xerocopy, Print	0,20 €

3. Failure-, reminder-, and special charges

Registration fee (adults / reduced)	2,00 € / 1,00 €
Delay-fee (adults / children)	0,50 € / 0,20 €
per medium / day, after the expiry of the loan period up to the amount of the replacement value of the medium	
Fee for reminders (1st / 2nd)	Postage / 5,00 €
Replacement Library-Card (adult / reduced)	5,00 € / 3,00 €
Return of incomplete media	1,00 €
Replacement of packaging	3,00 €
Damage to media	At costs
Handling fee for any loss of media and supplements in addition to the replacement value (per medium)	5,00 €
Investigation of postal-Address	5,00 €

4. Fee for non-customers

Use of internet or PC per hour or parts there of	1,00 €
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We are offering:

Books

to read, to hear and to learn

Information

from CD, DVD, and Internet

Movies

on DVD and BluRay

News

Newspapers, Magazines, Tablets

Games

for table, computer, or consoles

Music

on DVD and from Internet

Events

Children, culture, science

eMedia

for eBook-Reader, iPad, SmartPhone

Übersetzung: Michael Koehn & Niki Kennedy

Stadtbücherei Wedel

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22880 Wedel

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stadtuecherei@wedel.de



Opening times:

Mon	13 – 19 hrs	Thu	10 – 19 hrs
Tue	10 – 18 hrs	Fri	10 – 18 hrs
Wed	closed	Sat	9 – 13 hrs

V.i.S.d.P./ responsible: Andrea Koehn (Stadtbücherei)

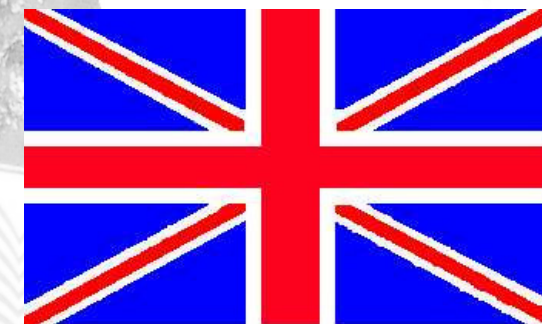
Get more info at Library, by phone, or under
stadtuecherei.wedel.de | wedel.bibliotheca-open.de

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Stadtbücherei Wedel

WELCOME



Wedel Public Library
Short overview



01 / 2018

Wedel
Stadt mit frischem Wind

We are offering a selection of some 70.000 units to choose from and many other services. To make it easier for you here are some important information:

How to Join

At the information counter, you have to fill in an application form for your library card. In that form, we ask you for personal details such as name, address, date of birth, entitlement to concessions, if you are a student, or a recipient of social benefit. For your registration, we need your passport and a registration certificate of your residence in Wedel, which you get at the resident registration office in the town hall. If you are entitled to a reduction of fees, we need to see your student card or your social benefit card. With your signature, you confirm that you have received our regulations (Nutzungsordnung, Entgeltordnung) and accept them.

Loan Period

The loan period for books, audio books, CD-ROMs, maps and games is 4 weeks. CDs, DVDs, magazines and movies are only available for a two-week loan period. Additionally there are a number of newspapers at the information counter for use only inside the Library. There is a wide selection of reference books at our "LerningPlace". There you may use WiFi for a small fee).

Please return all materials on time.

Prolongation of Load Period

- o Most of the items may be extended twice, unless another user has requested them.
- o CDs may be extended only once.
- o You can extend in person, by phone, E-mail, fax, or through internet in our web catalogue
- o DVDs, Computer games, magazines and movies cannot be extended.

If you extend by phone, fax, or email we will charge postage for a written confirmation of your extension.

Reservations

Our services for library material, that is on loan.

- o You may use that service at the information counter in person or by phone.
- o Reservations may also be placed directly in our library web catalogue.
- o We will send you a confirmation when your material is available to collect.

We charge a fee for our reserve-service.

Web Catalogue

In our web catalogue, you may search for books and other library materials we have in stock. In order to find our web catalogue, click "Katalog" on our homepage.

If you want to use the web catalogue for extensions and reservations, please enter the number of your library card and type in your password in the next column.

Your password is your date of birth in the form of DDMMYYYY.

In the web-catalogue you may also prolong your Library-Card.

Computer Workstation

We offer three computer workstations with access to the internet. You also may use your own computer to connect with the internet. You need an access code. It is available at the information counter.

A computer workstation with standard office software, a printer, and a scanner is available too.

Inter-Library-Loan

If you are interested in books or other materials that we do not have in our stock, we are able to request them from another public library for you. Please ask the librarian at the information counter for assistance.

LiteraTour

For disabled and elderly people we also deliver library materials to their home.

For this service, please call
Roswitha Mühlenbein
Phone: 04103 / 903 03 07
Woro46@gmail.com
(Or ask for Natascha Haas at Library)

Information Counter

If there are any questions or if you need assistance, please come to the information counter.

The librarian at the information counter will always try to help you.