

Library regulations - Appendix 1

Education and Research Library of Pilsen Region, region-funded organization

Price list

I. Registration fee

Standard annual charge

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|--|---------|
| a) students, senior citizens up to the age of 70, invalids ¹ , TP and ZTP card holders | 60 CZK |
| b) others | 120 CZK |
| c) collective membership | 400 CZK |
| d) administrative charge for using facilities on the premises | 100 CZK |
| e) administrative charge for students, senior citizens over the age of 70, invalids, TP and ZTP card holders | 50 CZK |

For one day

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|---|--------|
| a) administrative charge for one-off registration | 10 CZK |
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II. Handling charges

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|---|----------------|
| a) issuing a user card with machine code | 15 CZK |
| b) library processing of documents | 100 CZK |
| c) issuing protocol concerning a loss | 30 CZK |
| d) transfer of a user account to a JIS card or Pilsen Card | FREE OF CHARGE |
| e) transfer of the user's account from the telephone registration service to the standard annual registration for | FREE OF CHARGE |

III. Fines for overdue items – for each item from SVK PK stock

	fine	admin fee	postage/e-mail
1st reminder	2 CZK per day	free of charge	30 CZK/ free of charge
2nd reminder	2 CZK per day	60 CZK	30 CZK/not sent
3rd reminder	2 CZK per day	120 CZK	40 CZK/ not sent

IV. Interlibrary services – for each active library item

	admin fee
domestic IL – flat rate payment	70 CZK
international IL – Europe	250 CZK
international IL – overseas	500 CZK
1st reminder	50 CZK
2nd reminder	100 CZK
3rd reminder	200 CZK

¹ Proof is required that the applicant is entitled to a partial or full invalid pension

V. Other charges

- a) replacing a damaged or destroyed bar code in a book or user card 15 CZK
- b) replacement of damaged or destroyed document borrowed through the service "ZISKEJ" according to the price of the document, at least 370 CZK

The user is obliged to pay all costs incurred by the library in connection with rectifying damage caused by the user. (e.g. replacing a loan item that was lost or destroyed, costs for the legal recovery of items etc. to the extent of the damage caused and documented by the library).

VI. Price of special services

- a) circulating loan service – flat rate postage for packet 70 CZK
- b) basic payment for literature search 50 CZK
- c) single item literature search 5 CZK
- d) sending loans via the carrier of the chosen SVK PK:
 - with collection at the carrier's delivery point 100 CZK
 - with delivery to the address 150 CZK

VII. Price of copying documents

a) copying documents from SVK PK stock

- 1) A4 black-and-white single-sided 3 CZK
- 2) A4 black-and-white double-sided 6 CZK
- 3) A3 black-and-white single-sided 6 CZK
- 4) A3 black-and-white double-sided 12 CZK
- 5) A4 coloured single-sided 10 CZK
- 6) A4 coloured double-sided 20 CZK
- 7) A3 coloured single-sided 20 CZK
- 8) A3 coloured double-sided 40 CZK

b) micrography (printed black and white copy from microfilm or microfiche)

- 1) printed copy from microfilm, microfiche – A4 single-sided 3 CZK
- 2) printed copy from microfilm, microfiche – A3 single-sided 6 CZK

c) reprographic and librarianship work to order

- 1) price by agreement based on the extent of the work

VIII. Renting rooms and provision of services connected therewith

a) Central library, Smetanovy sady 179/2:

- providing room in the Education Centre/PC + data projector (computer room for 15 people):

space	commercial use	non - commercial use
1st hour	500 CZK	200 CZK
2nd hour	500 CZK	200 CZK
3rd hour and each additional	300 CZK	100 CZK

- **corridors and other premises on the first floor:**

space	commercial use	non - commercial use
hall EAST	61 CZK / day	31 CZK / day
hallway EAST	88 CZK / day	44 CZK / day
Corridor SOUTH	199 CZK / day	99 CZK / day
Corridor WESTERN	99 CZK / day	50 CZK / day
Corridor NORTH	121 CZK / day	61 CZK / day

- **corridors and other premises on the 2nd floor:**

space	commercial use	non - commercial use
hall EAST	65 CZK / day	33 CZK / day
corridor SOUTH	197 CZK / day	99 CZK / day

- **general study room:**

duration	commercial use	non - commercial use
1 hour	275 CZK	138 CZK

- **security (1 person):**

duration	commercial use	non - commercial use
1 hour	170 CZK	170 CZK

b) Europa House Gallery, náměstí Republiky 105/12:

- lecture and conference room, English Library (for 20-25 people):

1 hour non-commercial event	100 CZK
1 hour of commercial event	350 CZK
- lecture and conference room, Austrian Library (for 20-25 people):

1 hour non-commercial event	100 CZK
1 hour of commercial event	350 CZK
- gallery and lecture space, Europa House Gallery (for 40-50 people, projector, supervision, approx. 60 m²):

1 day non-commercial event	500 CZK
1 day of commercial event CZK	1 000 CZK

c) Bory 17, Klatovská class 2770/200k:

- lecture and conference room (for 20-25 people, refreshment zone):

1 hour non-commercial event	250 CZK
1 hour of commercial event	500 CZK
- inspection room (max. 2 persons, for business purposes only):

1 person / night	90 CZK
2 persons / night	120 CZK

d) charges for borrowing equipment for activities:

- | | |
|---------------------------------|---------|
| 1) transportable data projector | 100 CZK |
| 2) notebook | 100 CZK |

Prices are set in accordance with the law on prices no. 526/90, as applicable. Charges for services provided by the Czech Post are covered by the valid price list of the Czech Post, s. p. Charges for services provided of other carriers are governed by their price lists.

This price list is an integral part of the SVK PK Library Regulations and comes into effect on 21.03.2022. The validity of the previous price list dated 08.03.2021 is thus terminated.