

**Bracknell Forest Council  
Library & Information Service**

## Library Charges Apply 1<sup>st</sup> January 2010

### **OVERDUE CHARGES** per item, per loan period

<b>Adult Books</b>	<b>18p</b> per item, per day to a maximum of <b>£6.30</b>
<b>Children's &amp; Young People's Books</b>	<b>6p</b> per item, per day to a maximum of <b>66p</b>
<b>Children's Books borrowed on child ticket</b>	<b>NO FINES LEVIED*</b>
<b>Spoken Word &amp; Music Recordings</b>	<b>18p</b> per item, per day to a maximum of <b>£6.30</b>
<b>DVDs, Computer Games, Videos &amp; CD-ROMS</b>	<b>50p</b> daily charge to a maximum of <b>£6</b>

*\* Children aged 12 years & under, using a child's ticket are exempt from fines incurred on children's books. However fines will be charged on any other type of stock borrowed on a child's ticket at the current rate.*

### **HIRE CHARGES**

#### **1 WEEK LOANS**

<b>CD-ROMs</b>	<b>£1.60</b>
<b>Computer Games</b>	<b>£2</b>
<b>DVDs</b>	<b>£2</b>
<b>Videos</b>	<b>£1.50</b>

#### **3 WEEK LOANS**

<b>Spoken Word* &amp; Music CDs</b>	<b>£2</b>
<b>Books with Media</b>	<b>£1.60</b>
<b>Children's Spoken Word</b>	<b>FREE</b>

*\* This service is FREE for members who are registered Blind or Partially Sighted*

### **RESERVATIONS**

<b>ALL Bracknell Forest stock</b>	<b>Free of charge</b>
<b>Other Authorities</b>	<b>£3</b> per item
<b>British Library (first 10 items)</b>	<b>£4</b> per item
<b>British Library (subsequent items)</b>	<b>£12.35</b> per item
<b>British Library (subsequent periodicals)</b>	<b>£8.85</b> per item

### **ICT CHARGES**

<b>Floppy Discs</b>	<b>75p</b> each
<b>CD-R Discs</b>	<b>90p</b> each
<b>Headphones</b>	<b>£1.50</b> a pair
<b>Guest / Additional Internet Ticket</b>	<b>£2.85</b> per half hour

#### **Scanning & Printing**

Self Service	<b>15p</b> per A4 sheet
By staff	<b>£4.10</b> per A4 sheet

#### **Printing**

Black & White or Colour	<b>15p</b> per A4 sheet
From Microfilm	<b>30p</b> per A4 sheet

### **PHOTOCOPYING**

<b>Black &amp; White</b>	<b>10p</b> per A4 sheet	<b>25p</b> per A3 sheet
<b>Colour (Bracknell Library only)</b>	<b>60p</b> per A4 sheet	<b>£1.20</b> per A3 sheet

### **FAX CHARGES**

<b>UK</b> first page	<b>£1.45</b> per A4 sheet	<b>£1.05</b> additional pages
<b>EU</b> first page	<b>£3.30</b> per A4 sheet	<b>£1.55</b> additional pages
<b>World</b> first page	<b>£4.90</b> per A4 sheet	<b>£3.10</b> additional pages
<b>Receiving a fax</b>	<b>£2</b> handling charge	<b>10p</b> additional pages