

Appendix 2: Price list of fees, contractual fines and paid services of the VŠB-TUO Central Library

Price List of Fees, Contractual Fines and Paid Services of the VŠB-TUO Central Library

| I. Fees | |
|---|---|
| Registration and issuance of a user ID | |
| Registration of all internal users ¹⁰ and users in the external-student and external-graduate categories | free of charge |
| Issuing a chip card for external-student, external user and external-foreign user | CZK 40.00 |
| One-year (12 months) registration for external user and external-foreign user | CZK 100.00 |
| Deposit for lending an anonymous chip card entitling to one-time entry into the VŠB-TUO CL | CZK 40.00 |
| Issuing a user ID at loss or damage | CZK 80.00 |
| Booking fee¹¹ | |
| In the event that the booked document is not collected, the fee will be credited to the user's account. | |
| For each document booked | CZK 5.00 |
| II. Contractual penalties¹² | |
| Contractual penalty for exceeding the set loan period (for each document) | CZK 20.00 |
| Contractual penalty for sending the Call with a return receipt | CZK 50.00 |
| Contractual penalty for exceeding the loan period of out-of-library loans for each document and for each commenced calendar day by which the loan period is exceeded | CZK 1.00 |
| Contractual penalty for exceeding the loan period for loans from the reading room and loans from the departmental library for each document and for each commenced calendar day by which the loan period is exceeded | CZK 20.00 |
| Recovery by legal action | according to the amount of the costs involved |
| Contractual penalty for failure to return each borrowed document | financial compensation in the amount of the purchase price of the document |
| Losses and refunds | |
| The Director of the Central Library decides on the method of compensation according to the Library and Lending Rules (see Article VI of the Library and Lending Rules). | |

¹⁰ internal-employee, internal-doctoral student, internal-student, internal-MBA student, internal-student trainee, internal-pensioner, i.e. former employee of VŠB-TUO

¹¹ does not apply to internal users of the university staff

¹² does not apply to internal users of the university staff

Should no original seal be affixed on the initial page of a copy of this document by the administrator, the document is not a controlled document

| | |
|--|---|
| Overhead costs associated with administrative handling of the non-returned document (for each lost or non-returned and replaced document) | CZK 20.00 |
| III. Paid services | |
| Interlibrary and International Interlibrary Loan Service¹³ | |
| For internal users | free of charge |
| For external users | charged according to the price list of the providing library |
| If the document requested via ILS/IILS is not collected or the ILS/IILS request is not cancelled in time, the user of any user category will be charged the full cost according to the price list of the providing library. | |
| Reprographic services | |
| Only copies from documents from the VŠB-TUO Central Library collection are made on attended copiers. Copies made can be in A3 or A4 format, only one-sided. The applicant may request to reduce or enlarge the original in accordance with the copier options. The resulting financial amount for the copies made on attended copier and prints is rounded up to the whole crown. In the case of copier where copying and printing is realized through SafeQ, it is not possible to pay for copies and prints in cash. | |
| Fees for copies with attendance | |
| 1 copy of A4 format | CZK 1.50 |
| 1 copy of A3 format | CZK 3.00 |
| Fees for using printers | |
| printing 1 sheet of A4 format one-sided | CZK 2.50 |
| printing 1 sheet of A4 format on both sides | CZK 5.00 |
| IV. Fees and contractual penalties for lending electronic devices | |
| Reservation of an electronic device | free of charge |
| Lending an electronic device | free of charge |
| Contractual penalty for exceeding the borrowing period per each commenced day exceeding the loan period | CZK 20.00 |
| Contractual penalty for non-returned or non-functional item of electronic device accessories | CZK 300.00/item |
| Contractual penalty for non-refundable or non-functional electronic device | compensation in the amount of the acquisition cost of the original electronic device |

¹³ see Section 4 Subsection 2 (b) and (c) of the Library Act