

1. Registration fees

1.1 Registration fee for 6 months	
individual users (except for people over 70 and the handicapped)	100,- Kč
legal entities	500,- Kč
1.2 Registration fee for single entry	10,- Kč

2. Fees for lending services

2.1 Interlibrary loan service (for 1 publication)	50,- Kč
Fee consists of postage and packing. In case of other costs (required by the sending library), the user is obligated to pay them to full extent. In case of obtaining a copy of document, the fee is rated by the sending library.	
2.2 Passive interlibrary loan service (for requiring libraries)	
postage and packing	70,- Kč
2.3 Copies with electronic delivery	
provided in printed form	2,40 Kč for 1 page
provided in electronic form	6,- Kč for 1 page
(minimum fee 12,- Kč for 1 document and maximum fee 90,- Kč for 1 document)	

3. Fees for searches and other information services

3.1 Bibliographic searches (in printed or electronic form)	
flat charge for ordered searches	100,- Kč
1 bibliographic record found in electronic resources	2,- Kč
1 created bibliographic record	5,- Kč
3.2 Copy of previous bibliographic search (in electronic form)	
1 bibliographic record	2,- Kč

4. Fees for reduplication services, printouts, scanning, postage and packing

4.1 Copying by library staff	
black-and-white	
one-side print to A4 format	1,50 Kč
double-sided print to A4 format	2,50 Kč
one-side print to A3 format	2,50 Kč
double-sided print to A3 format	4,- Kč
colour (for one page)	
A4 format	15,- Kč
A3 format	30,- Kč
4.2 Self-service copying (for one page)	
A4 format	1,- Kč
A3 format	2,- Kč
4.3 Printout	
black-and-white	
one-side print to A4 format	2,- Kč

one-side print to A3 format	4,- Kč
colour	
one-side print to A4 format	15,- Kč
one-side print to A3 format	30,- Kč
4.4 Scanning (copyright free documents)	
1 page – black-and-white or colour exemplar	2,- Kč
1 page – editing	10,- Kč
4.5 Laminating	
less than A6 format	5,- Kč
A6 format (105 x 148 mm)	7,- Kč
A5 format (148 x 210 mm)	10,- Kč
A4 format (210 x 297 mm)	20,- Kč
A3 format (297 x 420 mm)	40,- Kč
4.6 Sheaf binding (as compensation for lost document)	50,- Kč
4.7 Reservation notification	14,- Kč
4.8 Postage and packing	
unregistered consignments:	
up to 50 g	14,- Kč
up to 100 g	20,- Kč
up to 500 g	25,- Kč
up to 1000 g	31,- Kč
registered consignments:	
up to 50 g	30,- Kč
up to 100 g	40,- Kč
up to 500 g	44,- Kč
up to 1000 g	50,- Kč
up to 2000 g	66,- Kč
4.9 Fax messages	
rates according to phone rates	
5. Other fees	
5.1 Using text processor or spreadsheet program – for 1 hour	10,- Kč
6. Fines	
6.1 Fees for replacement cards	
first loss	10,- Kč
each subsequent loss	50,- Kč
6.2 Costs for processing in case of loss, destruction or damage of document (flat charge)	150,- Kč
6.3 Costs of reminders	
costs of first reminder	14,- Kč
costs of second reminder	14,- Kč
costs of third reminder	14,- Kč

6.4	Late return of documents – payment for delay for 1 weekday and 1 publication	2,- Kč
6.5	Fine for not picking up prepared documents 1 document	5,- Kč
6.6.	Late return of e-book reader – payment for delay for 1 working day and 1 e-book reader	10,- Kč

If users cause any damages to the library, they are required to pay all the actual expenses. In case of the recovery of debts, the users are obliged to pay the costs in the documented amount.