

FEES AND CHARGES 1st April 2019 - 31st March 2020

OVERDUE BOOKS AND AUDIOBOOKS				
	Adult	Over 65	16 - 17	Under 16 / Disabled
Daily charge	18p	10p	6p	EXEMPT
To a maximum of	£3.24	£1.80	£1.08	
Charge for each final account letter (inc. V.A.T £1.00)				

CDs, Music and Play Sets		
<p>Music CDs and DVDs are hired for an initial period of 1 week. Some items are free to borrow. Language courses are hired for an initial period of 3 weeks. Music and Play Sets are available through a joint arrangement with Devon and Plymouth Libraries. There will be a charge for postage costs. Please ask a member of staff for details.</p>		
Item	Charge per Item	Overdue charges
Music CDs	50p	16p per day (maximum of £2.88)
Language Courses	£1.00	16p per day (maximum of £2.88)

DVD Hire		
DVDs are hired for an initial period of 1 week, at the following rates:		
	Hire charge for 1 week	Overdue charges
Yellow Label DVD	£2.60	50p per day (maximum £6.00)
Blue Label DVD	£2.00	40p per day (maximum £4.80)
White Label DVD	FREE	15p per day (maximum £1.80)

RESERVATIONS		
Borrower	Torbay (for items in stock or on order)	Items from outside of Torbay Libraries
Adult	60p	£4.00
Adult Renewal	N/A	£2.20
Child	Exempt	N/A

COMPUTER HIRE	
Library members	First hour FREE
Additional time per 30 mins	£1.00
Non-Library members	£1.00 per 30 minutes

LOST AND DAMAGED ITEMS
<p>Borrowers are responsible for all items issued on their tickets and will be charged for any items lost or damaged. A standard scale of charges is applied, based on the cost of a new replacement item of the same type. For items of special value or material borrowed from other library authorities, a significantly higher charge will normally be made.</p>

REPLACEMENT TICKETS		
Adult	Under 18	Disabled
£1.50	50p	50p

COMPUTER PRINTOUTS AND PHOTOCOPYING *(including VAT)*

Type of copying		Black and white	Colour
Photocopies and computer printouts (self service)	A4	10p	50p
	A3	20p	75p
Photographic work and digitisation . Please ask staff for further details.			
Reproduction rights and royalties . Please ask staff for further details			

VAT is chargeable only where shown

If you would like a summary of this in a different format such as large print, Braille, or tape, or in a different language, please contact us on +44(0)1884 824546 or email info@librariesunlimited.org.uk



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