

Fitness for the mind

The Stadtbibliothek Langenfeld
[Langenfeld City Library] from A-Z for

Children and youths can register (and become library members) with parental consent. Parents can come along for registration, but it is also sufficient if one brings along a valid identity card from a parent. Adults also need a valid identity card with German address or an equivalent document. Registration is valid for one year (365 days from the day of registration) or (with a daily card) for a lending period.

Books, periodicals, CDs, CD-ROMs, cassettes, videos, DVDs and games can be **borrowed**. Children can borrow a maximum of 20 media objects, youths a maximum of 35 media items, and adults a maximum of 50 media items at the same time.

Lending period

Books can be retained for up to 4 weeks; periodicals, DVDs, CD-ROMs, CDs, games, cassettes and videos up to 2 weeks.

Please do not repair any damages yourself! The library has experts for this purpose. If the damage is so severe that an item can no longer be repaired, you must replace the item.

Children do not have to pay anything for borrowing items (also not holders of a Langenfeld "Social Pass")! Youths from 14-17 must pay 5 € per year. Adults pay 12 € for one year (from the date of registration). The daily ticket costs 2.50 € (see also payment with regard to lateness)!

The **Library Identity Card** has to be present for borrowing items. A loss has to be reported immediately, since you are liable if someone else finds the card and misuses it!

Reminder

If you do not return the books or other media items within the lending period, we will send you a reminder on the 8th day of exceeding the deadline: Then 3 € per item will already be due and payable!

Replacement identity card

You will need a replacement identity card if you have lost the identity card. It costs 5 € for children and youths and 12 € for adults, irrespective of the annual fee!

Inter-library loan system

You can order books from other libraries at a cost of 2 € per book. CDs, CD-ROMs and DVDs, etc. are excluded from the inter-library loan system.

Internet

There are four PCs with Internet connection in the library. You may use them free of charge for half an hour per day with a valid library identity card. If the identity card is expired or you are not a member of the library, a half-hour costs 1.50 €. Printouts from the Internet cost 10 cents per sheet (storage on diskette and USB stick is free of charge)!

Night deposit box

Media can be thrown into the night deposit outside of opening hours. In order to ensure return in due time, the insertion has to occur at the latest on the day before due date or on the due date — but before the opening time!

Receipts are available with regard to lending, return and extension. The return date is indicated on the lending receipt. The receipts should be checked as to whether everything has been properly booked.

Rucksacks and large bags must be locked up. A 1 € deposit is required for the bag cabinets, but you will get your Euro back!

Extensions can be made at the booking counter, per e-mail, fax or telephonically. While doing so, e-mails and faxes which arrive after the opening time will only be processed on the next opening day.

Lost books or other media must be re-procured or paid for. We will designate a substitute title if the lost medium is no longer available on the market.

Delays in returning items lead to neglect remunerations: These are fees which accrue because the lending period was not adhered to. If the return date is exceeded, 1 € will be due and payable (per copy) from the 1st

overdue date; from the 8th day: 3 €; from the 15th day: 5 € and so on.

Advance booking or reservation can be made with regard to all books and other media which are loaned out. We will send you a notification as soon as the reserved books and media are in the library again!

Stadtbibliothek Langenfeld, Hauptstr. 131;

tel.: 794 944

stadtbibliothek@langenfeld.de

Tues. & Fri.: 9:00-19:00

Wed. & Thurs.: 14:00-19:00

Sat.: 10:00-14:00

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