

# Bexley Libraries Fees & Charges

1 April 2017 – 31 March 2018

When you join the library, you agree to abide by the library bye-laws (which are available for inspection in the library). You also agree to pay the following hire fees and charges for the items listed below. To ensure that your membership remains active please use your library card regularly.

## DVD loans

1-2 DVD set	£3.50 per week
3+ DVD set	£7.00 per week

## Audio

Audiobooks*	£2.60 for 3 weeks
Children's audiobooks	Free for 3 weeks

**\*Bexley residents who are blind, partially sighted or disabled may borrow audiobooks free of loan charges.**

## Overdue items

Adult books, audiobooks and music CDs	37p per opening day
Children's books and audiobooks	Charged for reminder notice only
DVDs	90p per opening day

**An administration fee of £1.50 per letter or £1 per email will also be charged.**

**Overdue notices for books will be sent out on the 21st day overdue.**

**Overdue notices for DVDs will be sent out on the 8th day overdue.**

**There is a maximum fine of £15 per item.**

**Adult books borrowed on children's membership cards incur adult charges.**

**Debts referred to the Debt Collection Agency will incur an additional charge of £10.**

## Lost and damaged items

Full replacement cost will be charged for any item that is lost or damaged.

Refunds on lost books which are found later will only be made during the first six months and will be subject to a 25% administrative fee.

## Membership tickets

Initial ticket	Free
Replacement of lost ticket - adult	£4.40
Replacement of lost ticket - child	£1.70

Request charges	
Books, DVDs & audio:	Request charges applied at point of reservation: 65p per item in stock This includes any item in stock on the online catalogue across the London Library Consortium  £6.60 per item not in stock
Children's book requests:	Free (notifications are not sent)
Periodical articles:	£10.90
Performance sets:	Price on application
British Library/Special/Academic Libraries/ Abroad request supplement	£17.60
Reservation fees are non-refundable	
Photocopies - black & white	
A4 - 10p A3 - 20p	
Fax	
UK Elsewhere Incoming fax	£1.35 per sheet for the first four then 70p per sheet £4 for the first sheet then £1.40 per sheet 20p per sheet
IT facilities	
Use of the computers and scanners is free but the following charges do apply:	
Black & white prints (each sheet) A4 - 20p    A3 - 30p	Colour prints (each sheet) A4 - 75p    A3 - £1.40
Memory sticks	4GB - £14.70    8GB - £21.50
Hire of display boards	
Central and Sidcup Libraries Crayford and Erith Libraries	£55.00 per 2 weeks £33.00 per 2 weeks
Hire of library space	
<p><b>Meeting rooms</b> are available for hire at Central, Crayford, Erith, Sidcup and Welling Libraries during and outside library opening hours.</p> <p><b>IT Suites</b> are available for hire at Crayford, Erith, Sidcup and Welling Libraries during and outside library opening hours.</p> <p><b>Open library space</b> is available outside of library opening hours.</p> <p>For more details, please contact library staff on 020 8303 7777.</p>	