

LIBRARY CHARGES

1st April 2019 to 31st March 2020

(inc. 20% VAT where applicable)



ITEM	CHARGE
Library Fines – Per day	£0.10
Library Fines – Maximum	£5.60
Reservation Fees - Hartlepool Library Stock (Minimum Charge)	£0.20
Notification by phone or electronic communication	As above
Notification by letter	£0.57
Reservation Fees – North East region – FULL CHARGE	£1.00
Reservation Fees – North East region – CONCESSIONS Maximum of 20 at concessionary rate per year	£0.50
Reservation – National/British Library – FULL CHARGE	£10.80
Reservation – National/British Library – CONCESSIONS Maximum of 20 at concessionary rate per year	£5.40
Language Courses (Audio CD/Cassette) – per 3 weeks	NO CHARGE
Children's DVD Hire – per 3 weeks	£0.50
Replacement Ticket – ADULT	£1.85
Replacement Ticket – UNWAGED	£0.85
Photocopying - Per A4 sheet (B&W) per side	£0.10
Photocopying – Per A3 sheet (B&W) per side	£0.35
Photocopying – Per A3 sheet (Colour) per side	£1.00
Photocopying/Printing Unwaged CVs – Maximum 10 sheets	NO CHARGE
Printouts - Black & White A4 per side	£0.10
Printouts - Colour A4 per side	£0.40
Printouts - Colour A3 per side	£1.05
Disc	£0.60

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ITEM	CHARGE
Microfilm Reader Printer – Per A3 Sheet	£0.80
Microfilm Reader Printer – Per A4 Sheet	£0.55
Information Research Library/Museum research – FIRST 30 min FREE, thereafter charge per 30 mins.	£10.00
Public Network Computer access - ADULT - First hour (or part of) Subsequent hour (or part of)	NO CHARGE £0.50
Public Network Computer access – UNDER 16	NO CHARGE
Fax Services – Incoming – Per Sheet	£0.65
Fax Services – Outgoing (UK) – First sheet	£2.00
Fax Services – Outgoing (UK) – Sub-sheets	£0.55
Fax Services – Outgoing (International) – First sheet	£3.40
Fax services – Outgoing (International) – Sub-sheets	£0.90
Hire of Community Rooms – Central Hub Standard charge per hour	£10.30
Hire of Community Rooms – Central Hub Concessionary charge per hour	£5.15
Evening Hire of Community Rooms Central Hub (limited availability) Concessionary charge (Minimum 3 hours)	£18.90
Hire of Small Community Room/Pod Central Hub (excludes evenings) Concessionary and Standard per hour	£4.95
Commission on single items (non book) sold through the 'Library Shop'.	30% of sale value
Commission on sale of books through the 'Library Shop' or gallery/display tower.	15% of sale value

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ITEM	CHARGE
Display of art / craft works in gallery (not for sale)	NO CHARGE
Display of art / craft works in gallery (for sale). Charge per board, per week. *Additional commission charge of 10% per item for takings over £200	£11.50*
Display of art / craft works in display tower (for sale). Charge per tower, per week. *Additional commission charge of 10% per item for takings over £200	£3.70*
Copy of Image – Printed Items/Ephemera: Electronic for personal use [72dpi] – INITIAL IMAGE	£2.65
Copy of Image – Printed Items/Ephemera: Electronic for personal use [72dpi] – SUBSEQUENT IMAGES – Max 10	£0.55
Copy of Image – Printed Items/Ephemera: Scanned and Printed for personal use – A4 Black and White [Excl. P&P]	£3.20
Copy of Image – Printed Items/Ephemera: Scanned and Printed for personal use – A4 Colour [Excl. P&P]	£5.35
Copy of Image – Printed Items/Ephemera: Scanned and Printed for personal use – A3 Black and White [Excl. P&P]	£8.10
Copy of Image – Printed Items/Ephemera: Scanned and Printed for personal use – A3 Colour [Excl. P&P]	£10.70
Copy of Image – Printed Items/Ephemera: Electronic for Charitable Publication [300dpi] – PER IMAGE – Max 10	£5.25
Copy of Image – Printed Items/Ephemera: Electronic for Commercial Publication [300dpi] – PER IMAGE – Max 10	£11.50
Copy of Image – Printed Items/Ephemera: Electronic for Commercial Non-Book Publication [300dpi] – PER IMAGE – Max 10	£56.25
Copy of Original Art Works Where able to produce in-house [excl p&p]	At cost plus 10%