

# Library Services

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## Library Charges from 18<sup>th</sup> June 2018

Please note that you will not be charged if your books are overdue but your library account cannot be used until the books are renewed or returned

If your local library is closed, your books can still be renewed by:

- Telephone on 023 9281 9311
- Email to [libraries@portsmouthcc.gov.uk](mailto:libraries@portsmouthcc.gov.uk) or
- Online at <https://portsmouth.spydus.co.uk> using your library card number and pin. If you do not already have a pin or have forgotten it, click on 'forgotten your pin'.

You may also call in person, to any Portsmouth branch library.

You can get this Portsmouth City Council information in large print, Braille, audio or translated by calling 023 9281 9311

### HIRE AND FINES CHARGES

ITEM	HIRE CHARGE	OVERDUE CHARGE ADULT	OVERDUE CHARGE UNDER 16
Books	N/A	No charge	No charge
Books 'not in stock' UK Loan	£4.50	18 pence per day to a maximum of £9.00	No charge
CD	£1.00 per week	No charge	No charge
DVD	£3.50 New releases £1.00 - £2.50 all other stock	Hire charge applied every 7 days until the DVD is returned to a maximum of £9.00	Hire charge applied every 7 days until the DVD is returned to a maximum of £9.00

### OTHER CHARGES

ITEM	CHARGE		
Photocopies/Prints	A4 copy	10p	
	A3 copy	20p	
	One Colour photocopy A4	£1	
	One Colour photocopy A3	£1.50	
Reservation fees (non-refundable)	Books and other Items already <b>in stock</b>	No charge	
	Books ' <b>not in stock</b> ' loans obtained from other UK libraries	£4.50	
	International book loan	At cost	
	Music scores (sets of 40)	£18.00	
Braille Services	Core copy per A4 sheet	£3.50	
	Each additional copy per A4 sheet.	60p	
	This service is free to any individual with a visual impairment.		
Lost /damaged books and other items for adults and children over the age of 5 years	The full replacement cost will be payable for any item lost or damaged beyond repair. There will be no charge for children books borrowed on the ticket of a child under 5 years		
Patent Documents	Copies obtained from other libraries at cost.		
Portsmouth History Centre Charges	Baptism, Marriage and Confirmation Certificates	£12	
	Email images	£5.00	
	Postage	£5.00 minimum charge. Additional charge at cost.	
	Prints from Microfilm/Microfiche	A4 Black and White - 50p	
		A3 Black and White - £1	
	Scan to CD Rom	Add images to CD £5.00 plus £1.00 for the CD	
	Scanning and photography:	7x5 £5.00 8x6 £6.00 10x8 £7.00 12x10 £10.50	
		Research Fees	30 mins - £14.00 60 mins - £27.00
	Vehicle registration log transcription	£14.00	
Replacement borrower's tickets	Adult	£1.50	
	Under 16s	50p	

**Room and IT Suite hire** Please contact the Central Library, 023 9268 8035 or 023 9268 8037 for details and charges.:

- The Central Library has meeting rooms.
- IT Suites at Carnegie, Central and Southsea Libraries.

