

## Price List for Services of the Jagiellonian Library

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### **1. General principles**

- a/ The Jagiellonian Library issues invoices for its services in PLN (zł), EUR (€), USD (\$) or GBP (£).
- b/ For services in express mode the base rate is increased by 50%.
- c/ The Jagiellonian Library reserves the right to refuse services for collection items in a condition too deteriorated for safe handling.
- d/ The shipping costs are borne by the customer.

### **2. General fees**

- a/ registering to the Jagiellonian Library:
  - fee for setting up a patron's account and issuing a library card – **15.00 PLN**
  - fee for extension of a library card of activation of an ELS card – **5.00 PLN**
  - fee for replacing a lost library card – **20.00 PLN**
- b/ fine for returning an overdue volume – **1.50 PLN for each new 5 days**
- c/ payment for mailing a notification about overdue books – **5.00 PLN** (paid together with a fine for overdue books)
- d/ payment for a lost key to a deposit box – **50.00 PLN**
- e/ payment for a lost cloak number tag – **20.00 PLN**
- f/ payment for a lost/damaged book:
  - up to 300 pages – **50.00 PLN**

- over 300 pages – **100.00 PLN**  
or substituting an identical copy of the book

g/ payment for a lost collection item is equal to its triple value, while the value is determined in a following manner:

- Polish publications published after 1945, up to 300 pp. – **35.00 to 100.00 PLN**
- Polish publications published after 1945, above 300 pp. – **50.00 to 150.00 PLN**
- foreign publications published after 1945, up to 300 pp. – **100.00 to 150.00 PLN**
- foreign publications published after 1945, above 300 pp. – **120.00 to 300.00 PLN**
- the value of rare items is determined on an individual basis.

In estimating costs resulting from losing or damaging of library material one takes into account its market price.

Substituting losses to the library does not result in transferring ownership of the item in question to the patron.

### 3. Research queries

The fees for research queries are charged just in special cases. The Jagiellonian Library does not prepare queries or bibliographies for the purpose of master's, doctor's or habilitation theses. The fee for making a query depends on an amount of time it required. Libraries, research institutions and schools can be exempted from paying the fee.

- 1 hour of query search – **50.00 PLN (15 EUR)**

### 4. Interlibrary loans

Fees for supplying interlibrary book loans to the patrons of the Jagiellonian Library:

- from Poland – free of charge
- from the European countries (except for UK) – **55.00 PLN**
- from UK – **90.00 PLN**
- from USA, Australia and other countries – **70.00 PLN.**

Fees for supplying xero copied materials from abroad to the patrons of the Jagiellonian Library:

- **up to 20 pages - 32.00 PLN** (equivalent of 1 IFLA voucher).
- **over 20 pages** – according to the invoice received by the Jagiellonian Library

Fees for book loans to other libraries:

- Polish libraries – free of charge
- European libraries: **1 vol. - 1 IFLA voucher**
- libraries from the other countries: **1 vol. - 2 IFLA vouchers.**

Fee for providing xeroopies of items from the Jagiellonian Library's collections to other libraries:

- Polish libraries – **as per the price list**
- foreign libraries: **up to 20 pages - 1 IFLA voucher**
- foreign libraries: **over 20 pages – 1.5-2.5 IFLA vouchers.**

These are flat rates corresponding to an average fee charged by the lending libraries as well as costs of return shipping. The Jagiellonian Library pays for interlibrary loans using a special means of payment: IFLA vouchers of 8 EUR worth.

## 5. Scanning

Image format/size		JL collection materials – except for special collections							
		300 ppi				600 ppi			
		Net price [PLN] per scan	VAT [PLN]	Gross price [PLN] per scan	Price [€] per scan	Net price [PLN] per scan	VAT [PLN]	Gross price [PLN] per scan	Price [€] per scan
<b>JPEG</b>	<b>A4</b>	2.50	0.58	<b>3.08</b>	<b>0.80</b>	-----	-----	-----	-----
	<b>A3</b>	3.00	0.69	<b>3.69</b>	<b>0.90</b>	-----	-----	-----	-----
	<b>A2</b>	4.00	0.92	<b>4.92</b>	<b>1.20</b>	-----	-----	-----	-----
	<b>A1</b>	5.00	1.15	<b>6.15</b>	<b>1.50</b>	-----	-----	-----	-----
<b>TIFF</b>	<b>A4</b>	6.00	1.38	<b>7.38</b>	<b>1.90</b>	10.00	2.30	<b>12.30</b>	<b>3.10</b>
	<b>A3</b>	9.00	2.07	<b>11.07</b>	<b>2.70</b>	15.00	3.45	<b>18.45</b>	<b>4.50</b>
	<b>A2</b>	15.00	3.45	<b>18.45</b>	<b>4.50</b>	25.00	5.75	<b>30.75</b>	<b>7.40</b>
	<b>A1</b>	25.00	5.75	<b>30.75</b>	<b>7.40</b>	50.00	11.50	<b>61.50</b>	<b>14.70</b>
		<b>300 ppi</b>				<b>600 ppi</b>			

Image format/size		JL materials from special collections							
		300 ppi				600 ppi			
		Net price [PLN] per scan	VAT [PLN]	Gross price [PLN] per scan	Price [€] per scan	Net price [PLN] per scan	VAT [PLN]	Gross price [PLN] per scan	Price [€] per scan
<b>JPEG</b>	<b>A4</b>	3.00	0.69	<b>3.69</b>	<b>0.90</b>	-----	-----	-----	
	<b>A3</b>	5.00	1.15	<b>6.15</b>	<b>1.50</b>	-----	-----	-----	
	<b>A2</b>	6.00	1.38	<b>7.38</b>	<b>1.80</b>	-----	-----	-----	
	<b>A1</b>	8.00	1.84	<b>9.84</b>	<b>2.40</b>	-----	-----	-----	
<b>TIFF</b>	<b>A4</b>	9.00	2.07	<b>11.07</b>	<b>2.80</b>	12.00	2.76	<b>14.76</b>	<b>3.60</b>

	<b>A3</b>	12.00	2.76	<b>14.76</b>	<b>3.60</b>	18.00	4.14	<b>22.14</b>	<b>5.30</b>
	<b>A2</b>	20.00	4.60	<b>24.60</b>	<b>6.00</b>	30.00	6.90	<b>36.90</b>	<b>8.80</b>
	<b>A1</b>	40.00	9.20	<b>49.20</b>	<b>12.00</b>	60.00	13.80	<b>73.80</b>	<b>17.60</b>
		<b>300 ppi</b>				<b>600 ppi</b>			

The minimal fee for domestic orders is 18.45 PLN (15 PLN net + 23% VAT). The minimal fee for foreign orders is 15 EUR.

The fee for domestic orders is increased to include postage and COD costs (according to the official postal rates)

## 6. Xerocopying/printing

- Xerocopies

Size	Type	up to 50 pages		above 50 pages	
		Price [PLN] per page	Price [EUR] per page	Price [PLN] per page	Price [EUR] per page
<b>A4</b> one-sided	<b>B-W</b>	<b>0.35</b>	<b>0.10</b>	<b>0.25</b>	<b>0.10</b>
	<b>COLOUR</b>	<b>1.50</b>	<b>0.40</b>	<b>1.30</b>	<b>0.35</b>
<b>A3</b> one-sided	<b>B-W</b>	<b>0.65</b>	<b>0.20</b>	<b>0.60</b>	<b>0.15</b>
	<b>COLOUR</b>	<b>3.25</b>	<b>0.80</b>	<b>2.60</b>	<b>0.65</b>

Xerocopying special collection materials is not allowed.

- Printouts

Type of printout	Size	Net price [PLN] per page	Price [EUR] per page
<b>B-W</b> / gray scale	<b>A4</b>	1.20	<b>0.30</b>
	<b>A3</b>	2.30	<b>0.60</b>
<b>Colour</b>	<b>A4</b>	3.50	<b>0.90</b>
	<b>A3</b>	6.90	<b>1.80</b>

The minimal fee for domestic orders is 18.45 PLN (15 PLN net + 23% VAT). The minimal fee for foreign orders is 15 €.

The fee for domestic orders is increased to include postage and COD costs (according to the official postal rates)

## 7. Microfilm copying:

Positive/negative copies of microfilms from the Jagiellonian Library collections: **0.80 PLN net per frame** (+ 23% VAT = 0,98 PLN) or **0.25 EUR**. The minimal order: 200 frames.

The fee for domestic orders is increased to include postage and COD costs (according to the official postal rates)

#### **8. Disinfection of collection items**

- each running metre of a complete fumigation chamber batch (A4 size) – **120.00 PLN net** (+ 23% VAT = 147.60 PLN)

#### **9. Deacidification of library and archive materials from 19th and 20th centuries**

Books, loose cards, archival materials and manuscripts are processed using the Bookkeeper™ deacidification process.

- bulk mode – **80.00 PLN net per kg** (+ 23 % VAT = 98.40 PLN)
  - manual mode – **1.00 PLN net** (+ 23% VAT = 1.23 PLN) **per 1 A4 card**
- The minimal fee is **12.00 PLN net** (+ 23% VAT = 14.76 PLN)

#### **10. Bookbinding**

- **making a new library binding: from 30.00 PLN net** ( + 23% VAT = 36.90 PLN)
- **rebinding: from 50.00 PLN net** ( + 23% VAT = 61.60 PLN )

The final fee for binding or rebinding service is agreed individually in advance with the customer and depends on the condition of the item handled and the predicted costs of materials.

- **protective folders and boxes:** the fee is assessed on an individual basis, depending on the size of protected items and the predicted costs of materials.

#### **11. Room rental**

The rates for renting rooms of the Jagiellonian Library are stipulated in the relevant disposition of the Rector of the Jagiellonian University:

[http://www.bip.uj.edu.pl/documents/1384597/2379271/zarz\\_46\\_2013.pdf](http://www.bip.uj.edu.pl/documents/1384597/2379271/zarz_46_2013.pdf)

#### **12. Shooting films on the library premises**

The fee is determined individually by the Library Management, depending on:

- type of the involved rooms
- resulting inconvenience for the users of the Library
- nature of the project and type of customer organization.

The minimal fee is **250.00 PLN net** (+ 23 % VAT = 307.50 PLN) per one hour of shooting.

No fees are charged in the case of films shot for informational or promotional purposes of the Jagiellonian University.

### **13. Permission to film rooms or items from the library collections**

The fee is determined individually by the Library Management, depending on:

- type of the involved rooms
- resulting inconvenience for the users of the Library
- nature of the project and type of customer organization
- uniqueness of the filmed item and its historical and artistic value
- condition of the filmed item
- graphic technique, type of binding etc. of the filmed item
- risk of damage involved in the method of filming used.

**The minimal fee is 300.00 PLN net (+23% VAT = 369.00 PLN) per one hour of filming.**

The fee is determined by the relevant manager of the department that stores the item in question; it is also in his/her discretion to refuse permission to use the item.

The fee is increased by 50% if the Jagiellonian Library assisted in a substantial manner in selection, finding or presentation of the items to be filmed