

Contact details:

Website: www.regensburg.de/stadtbuecherei
email: stadtbuecherei@regensburg.de

Central Library (Zentralbibliothek)

Haidplatz 8 93047 Regensburg
Tel (0941) 507 1476

Opening hours	Tuesday to Friday	10 am – 7 pm
	Saturday	10 am – 4 pm

Neighbourhood Libraries

North Regensburg Neighbourhood Library:

Stadtteilbücherei Nord im ALEXcenter, Hans-Hayder-Straße 2
Tel (0941) 507 3470, email buechereinord@regensburg.de

Opening hours:	Tuesday to Friday	12 noon – 6 pm
	Saturday	10 am – 2 pm

East Regensburg Neighbourhood Library:

Stadtteilbücherei Ost (in the Kerscheneister Berufscollege building)
Alfons-Auer-Straße 18,
Tel (0941) 507 3474, email buechereiost@regensburg.de

Opening hours:	Wednesday and Friday	1 pm to 6 pm
	Saturday	10 am – 12.30 pm

South Regensburg Neighbourhood Library:

Stadtteilbücherei Süd (next to Königswiesen primary school and von-Müller-Gymnasium secondary school), Erzbischof-Buchberger-Allee 23
Tel (0941) 507 3476, email buechereisued@regensburg.de

Opening hours:	Tuesday, Wednesday, Friday	1 pm – 6 pm
	Saturday	10 am – 12.30 pm.

Regensburg Burgweinting Neighbourhood Library:

Stadtteilbücherei Burgweinting (in the BUZ shopping centre), Friedrich-Viehbach-Allee 3
Tel (0941) 507 3471, email buechereiburgweinting@regensburg.de

Opening hours:	Tuesday to Friday	12 noon – 6 pm
	Saturday	10 am – 12.30 pm

Candis Regensburg Neighbourhood Library:

BiC im Candis, Kastenmaierstraße 2
Tel (0941) 507 3477, email buechereicandis@regensburg.de

Opening hours:	Tuesday and Friday	12 noon to 6 pm
	Saturday	10 am – 2 pm

Please note: opening hours may vary during the school holidays.

Regensburg Libraries CONVENIENCE TRANSLATION



Conditions of Use, Fines and Charges

1 General

The Library is a public institution. It serves as a resource centre for information, learning and culture, and promotes education. The Library is open to all members of the public.

2 Membership and admission as a borrower

Those wishing to apply to become a borrower are required to show proof of residence in the form of valid ID with a photograph. Persons eligible for a concession rate should present relevant documentation (student ID, benefits notification) when applying for or extending membership.

All personal data will be stored in the Library database, and handled in accordance with data protection legislation. Children up to the age of fourteen require the written consent of a parent or guardian before being entitled to borrow.

Borrowers acknowledge and accept Library rules when they sign their application for admission, and also agree to their personal data being stored in our database. Cards issued for borrowing items from the Library are not transferable.

If an adult member of a household has already paid the annual membership fee, all other adult members of the same household (spouse, partner, children over 18) residing at the same address are eligible for membership at a special reduced rate. Proof of residency and of status as a member of the household is required.

The card issued for borrowing items is valid in all branches of the Library. Please notify the Library immediately of card loss or theft, and of any change of name or address. The card is valid for one year and can be extended upon request.

3 Loans, extensions, reservations

Items can only be issued on loan to borrowers tendering a valid Library card. The following items may be borrowed from the Library stock:

- Books, music scores, records, cassettes, CDs, CD ROMs, games, maps, plans. These can be borrowed for up to four weeks
- Video cassettes, DVDs and periodicals. These can be borrowed for up to one week.

The Library reserves the right to reduce the maximum loan period. Reference material and items may not be borrowed. The loan period may be extended, except when the item concerned has been requested by another borrower. The loan period may only be extended twice. Borrowers are responsible for requesting an extension, in a timely manner. Requests can be made in person, by phone or online. Technical problems (e.g. internet connection failure) will not be accepted as grounds to waive charges for overdue items. Borrowers may reserve lending material. A fee will be charged for this service. The requested items will be held for one week.

4 Library User's Responsibilities

All borrowed materials are to be treated with care and returned in good condition. Users may not underline, otherwise mark or annotate library stock. In the case of loss or damage the user will be liable to make payment determined by costs involved in either replacing a lost item, or in restoring or repairing a damaged item.

All items and materials are to be checked for defects before borrowing and users should report any defects to a member of the Library staff. Bar code labels may not be removed or damaged. Users of the library services will be held responsible for any damage to, or loss of, material borrowed or used in their name. It is prohibited to do anything which contravenes the copyright, or patents laws. It is the responsibility of the user to make sure these laws are observed.

The Library is not responsible for damage, loss or injury occurring in the Library, adjoining rooms and entrance area, or for damage or injury caused by library stock except in the case of damage or injury caused by wilful or negligent behaviour on the part of Library staff or other staff employed by the City of Regensburg. The Library makes no warranty regarding the accuracy or validity of information given.

5 Public Internet Facilities

The Library provides public internet facilities for research purposes. The PCs can be used for word processing and creating tables. These facilities are for use in accordance with the educational mission of the Library and its role as a provider of information. The written consent of a parent or guardian is required for children under 14 wishing to use an internet enabled PC. All current legislation concerning data protection, youth protection and the German criminal code shall apply. Library staff are permitted to view computer screens during a session in order to check no illegal or inappropriate activities are being engaged in. Appropriate filter software has been installed.

Any individual found engaged in inappropriate or illegal activity will have access withdrawn. Inappropriate or illegal activities include:

- viewing or accessing data without due authorisation
- viewing pornographic or obscene material
- viewing racist, violent or offensive material
- interference with hardware, software, general operation of the PCs, the network and system

Users will be liable for any damage caused by inappropriate use of the internet facilities. Individuals engaging in illegal activities will be reported to the appropriate authority. The Library assumes no responsibility for the availability, reliability or security of the internet connection, nor will it be held responsible for data lost or compromised. The Library is not responsible for the consequences of online activities, such as incurring fees after using certain services, or attracting unwanted email or attention. Users may not contravene copyright laws when copying, using, saving or printing texts, images, software and music. The Library assumes no responsibility for any infringements.

6 Charges and Fines

Library membership and cards

Library membership for children under 18	free of charge
Annual adult membership, issue/extension	€ 17.00
Annual adult membership, issue/extension concession rate	€ 10.00

(for students, those currently doing military or non-military service, people receiving social benefits, the disabled, those doing voluntary social work during a gap year (FSJ), holders of cards such as the *Regensburgkarte*, *Aktivkarte*, *Freiwilligenkarte* etc)

Annual adult membership, issue/extension at special rate for spouses, partners or adult children living in same household at same address	€ 3.00
Membership valid for one month	€ 3.00
Use of PC / internet access per hour	€ 2.50
Reservations	€ 1.00
Replacement of lost/damaged Library card	€ 3.00
Replacement of damaged barcode label	€ 1.50
Replacement of lost/damaged cassette, CD or DVD case	€ 1.50
Replacement of lost/damaged locker key	€ 11.50
Computer prints (A4)	€ 0.10 per sheet
Jute bag	€ 1.00

Fines for overdue items

Books, music scores, magazines, records, audio cassettes, CDs, CD ROMs, games, plans, maps up to a maximum fine of	€ 0.20 per day per item € 7.00 per item
Video cassettes, DVDs up to a maximum fine of	€ 0.60 per day per item € 10.00 per item
Administration charge for invoicing	€ 5.00
Charge for running a current address search (in order to contact a user who has failed to notify the Library of a change of name or address)	€ 3.00

The Library card holder is responsible for payment of any charges and fines. In the case of children and young people under the age of 18 the parent or guardian is responsible for payment.

7 Miscellaneous

Please place coats, bags and briefcases in the lockers provided.

The lockers are for Library users only.

We assume no liability for valuables, money or clothing brought into the Library. It is prohibited to use a mobile phone, smoke or consume food and drink in the library. Animals may not be brought into the Library.

Library users should behave in keeping with normal standards for good conduct in public places and not obstruct or annoy anyone using Library facilities.

The Director of the Library and Library staff are authorised to regulate the conduct of persons in the Library. Their instructions should be followed at all times.

8 Suspension/Exclusion from using Library facilities

Any person failing to comply with the Library rules may be suspended from using the Library facilities.

Anyone who has failed to return overdue items, or to pay fines or other charges, may also be suspended from using Library facilities.

These rules came into force September 1st 2008. Previous rules dating from February 1st 2002 are no longer valid.

Please note that this is a convenience translation. Only the German version is legally binding.