

To the Regulation No 13/2014//2015 of the Rector of WSB-NLU of 30 August 2015.

Fee List: pricing of services provided by the WSB-NLU Library for academic year 2014/2015

Service description	COST (net)	VAT (%)	PRICE (gross)
Issuing a library card (does not apply to WSB-NLU staff and students)	PLN 13.89	8	PLN 15.00
Renewing the library card (does not apply to WSB-NLU staff and students)	PLN 6.48	8	PLN 7,00
Overdue book fee - per book per day	PLN 0.20	n/a	PLN 0.20
Photocopying per one A4 page - individual user order	PLN 0.33	23	PLN 0,40 pp
Photocopying per one A4 page - for institutions	PLN 0.41	23	PLN 0.50
Saving copied material on user's data storage device (i.e. USB stick)	PLN 2.44	23	PLN 3.00
Burning CDs	PLN 3.25	23	PLN 4.00 (including CD)
Burning DVDs	PLN 4.07	23	PLN 5.00 (including CD)
Black-and-white A4 scan	PLN 0.81	23	PLN 1.00
Black-and-white A3 scan	PLN 1.22	23	PLN 1.50
Colour A4 scan	PLN 1.22	23	PLN 1.50
Colour A3 scan	PLN 2.44	23	PLN 3.00
For personal use, the Library will scan journal articles, selected book chapters, illustrations, figures etc. upon request. Users requesting such copies must comply with the Act on Copyright and Related Rights of 4 February 1994 (Dziennik Ustaw - Official Journal of Laws No 24/29, item 83, as amended).			
Borrowing deposit (refundable deposit for borrowing up to 3 volumes) - does not apply to WSB-NLU staff and students. When borrowing a foreign publication - minimum deposit equals double the value of that publication as stated in the library inventory.			PLN 150.00 (refundable) & PLN 15.00 (issue of library card)
Library card replacement	PLN 8.13	23	PLN 10.00
First overdue notice	PLN 2.44	23	PLN 3.00

Second overdue notice	PLN 4.07	23	PLN 5.00
Fine for damaged bar code	PLN 1.63	23	PLN 2.00
Fine for damaged/lost books - triple the value of the damaged/lost volume			
Ordering a photocopy from a national library - administrative fee charged on top of the order bill	PLN 3.25	23	PLN 4.00
Search query order			
Search within the Library electronic database by a librarian ordered by institutions or external users. (Institutions ordering a query must submit a form signed by the director of the relevant department within the institution and their head accountant.) Invoices are issued by WSB-NLU. Quoted rates are inclusive of VAT. Each additional hour of search is charged at PLN 25.00.	PLN 20.33	23	PLN 25.00 per hour
Search query results printout	PLN 0.41	23	PLN 0.50
Printout from database (A4, black-and-white)	PLN 0.33	23	PLN 0.40 per page
Burning CDs/DVDs	PLN 3.25	23	PLN 4.00 per CD/DVD
Photocopies for institutions (A4)	PLN 0.41	23	PLN 0.50 per page
Black-and-white A4/A3 scan	PLN 0.81 PLN 1.22	23	PLN 1.00 PLN 1.50 per file
Colour A4/A3 scan	PLN 1.22 PLN 1.63	23	PLN 1.50 PLN 2.00 per file
Laminating in A4	PLN 3.25	23	PLN 4.00
Laminating in A3	PLN 1.63	23	PLN 2.00
Laminating in A6	PLN 1.22	23	PLN 1.50
Fees for accessing library computers for external users:			
Internet access - 15 minutes	PLN 0.81	23	PLN 1.00
Internet access - 30 minutes	PLN 1.63	23	PLN 2.00
Internet access - 60 minutes	PLN 2.44	23	PLN 3.00

Purchasing books through the Library (requires advance payment)			As billed & PLN 2.00 administrative charge
Library class for pupils in secondary education			Rates set individually
Workshops for librarians on requested subjects			Rates set individually
Hosting art exhibitions			Rates set individually