

## Torbay Libraries

### **Torquay Library**

Lymington Road  
Torquay  
TQ1 3DT

Tel: 01803 208300

### **Paignton Library & Information Centre**

Great Western Road  
Paignton  
TQ4 5AG

Tel: 01803 208321

### **Brixham Library**

Market Street  
Brixham  
TQ5 8EU

Tel: 01803 853870

### **Churston Library**

Broadsands Road  
Paignton  
TQ4 6LL

Tel: 01803 843757

[www.torbay.gov.uk/libraries](http://www.torbay.gov.uk/libraries)

This leaflet can be made available  
in other formats and languages.  
For more information telephone  
01803 207960.

160131/0416

## Libraries

# Library Charges

From 1 April 2016



[www.torbay.gov.uk/libraries](http://www.torbay.gov.uk/libraries)

## Overdue books & audio books

All books – including audio books – are free to borrow for three weeks (or longer if you renew them) but the charges below apply to overdue items.

### Adult members

Books and audio books

18p per day to a maximum of £3.24

### Over 65

Books and audio book

10p per day to a maximum of £1.80

### 16-17 year olds

Books and audio books

6p per item per day, to a maximum of £1.08

### Under 16 / chronically sick / disabled / looked after young people

Exempt

### Account letters

Charge for each final reminder letter: £1.00\*

There are no overdue charges on children's books!

Avoid overdue charges on your book loans by renewing:

- Online
- By phone
- In person at any Torbay library

*\*inclusive of VAT*

## For hire

Music CDs and DVDs are hired for an initial period of 1 week. Some items are free to borrow. Language courses are hired for an initial period of 3 weeks.

### CD

CDs (music) ..... 50p

Language courses ..... £1.00

Beyond the initial week, an overdue charge of 16p per day will apply (to a maximum of £2.88).

### DVD

#### DVD (by charge band)

Yellow ..... £2.60 per week

Blue ..... £2.00 per week

White ..... FREE for one week

#### Overdue charges per DVD after 1 week's hire

Yellow ..... 50p per day,  
to a maximum of £6.00

Blue ..... 40p per day, to a  
maximum of £4.80

White ..... 15p per day, to a  
maximum of £1.80

### Music sets and play sets

These are available through a joint arrangement with Devon and Plymouth libraries. There will be a charge for postage costs involved. Please ask a member of staff for details.

## Library computers and technical services

### Use of library computer\*

#### Library members

First hour .....	FREE
Extra time .....	£1.00 per 30 minutes

#### Non members

30 minutes.....	£1.00
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### Use of fax machine\*

#### Transmission within UK

£1.00 for first page and 75p per subsequent page

#### Transmission outside UK

£1.50 for first page and £1.00 per subsequent page

Printed receipts (A4): 50p per page

### Photocopies and printouts\*

#### Self Service

Self Service (note that cost is per copy rather than per sheet)

Black and white..... A4 sheet 10p / A3 sheet 20p

Colour (where available)..... A4 sheet 50p / A3 sheet 75p

*\*inclusive of VAT*

## Specialist services

### Photographic work and digitisation

Charges for this work include the actual cost to Torbay Libraries, staff time and administration. The whole charge is subject to VAT. Please ask staff for more details.

### Reproduction rights and royalties

Torbay Libraries will allow reproduction for commercial publications or broadcasts of some material for which Torbay Council holds the copyright and for some material which is out of copyright and owned by the council. Please ask staff for assistance.

### Residential homes

Residential homes are charged on a sliding scale for the provision of a domiciliary library service. Please contact our Resources department for further information on 01803 208296.

### Hire of meeting rooms and learning centres

Please ask staff for a separate information sheet detailing our facilities or view online at [www.torbay.gov.uk/libraries](http://www.torbay.gov.uk/libraries).

## Lost and damaged Items

Where the lost or damaged item has been added to Torbay Libraries stock within the last three years, the original cost of the item - if known - will be charged. Otherwise, a sliding scale of charges, based on the standard replacement cost and the age of the item, will be applied.

A re-binding charge may also be applied to damaged items where appropriate.

For inter-library loans the cost of replacement/damaged item is set by the loaning library authority.

Refunds will not be given for items that have been lost for over one month.

### Replacement Library Card

Adult ..... £1.50

Under 18 /chronically sick or disabled / looked after  
young people ..... 50p

## Reservation charges

### For items in Torbay stock or on order

Adult-specific ..... 60p  
Child-specific ..... Exempt

### For items ordered from other authorities

Adult-specific ..... £4.00\*  
Child-specific ..... N/A  
Renewal. .... £2.20

*\*The reservation charge is payable once the request has been ordered.*

## Concessions – who is eligible?

The following are eligible for concessions or charge exemption:

### People under 16 years of age

- Free initial loan period of junior language items and exemption from overdue charges on books and audio books.

### Chronically sick or disabled

- Exemption from overdue charges and up to three renewals for audio books.
- Free initial loan period for CDs and language courses
- Free reservations (maximum of 4 at any time)

### Looked after young people

- Exemption from overdue fees on books and audio books.