

## The National Library of the Czech Republic Fees and Services Price List

Supplement to the Rules and Regulations of the National Library of the Czech Republic valid as of January 1, 2020

### Library Cards and Registration

1.	<b>Registration Fee</b>	
1.1.	Library card or its renewal	<b>100,-</b>
1.2.	People with disabilities, seniors over 70 (except for users of Scholars Reading Room)	<b>free</b>
1.3.	Others (and all users of the Scholars Reading Room)	<b>100,-</b>
2.	<b>Fee for every new library card issue</b>	<b>10,-</b>
3.	<b>Fee for library card replacement</b>	<b>50,-</b>
4.	<b>One day admission ticket</b>	<b>10,-</b>
5.	<b>Interlibrary Services</b>	
5.1.	<b>Within the Czech republic</b>	
5.1.1.	Loan from any library in the Czech Republic	<b>free</b>
5.1.2.	Paper photocopies from any library in the Czech Republic	<b>acc. to the price list of the supplying library</b>
5.1.3.	Paper photocopies supplied to libraries in the Czech Republic - every ten pages of the original or part thereof	<b>20,-</b>
5.2.	<b>International interlibrary services</b>	
5.2.1.	For each loan from abroad - published in Europe except for Great Britain	<b>250,-</b>
5.2.2.	For each loan from abroad - published in Great Britain and outside Europe	<b>450,-</b>
5.2.3.	Paper photocopies of every 5 pages of the original or part thereof	<b>40,-</b>
5.3.	<b>Compensation for a loss of a material obtained via ILL (fees are added up)</b>	
5.3.1.	Administration fee	<b>200,-</b>

5.3.2. Compensation for damages acc. to the Rules and Regulations of the NL and acc. to a request of the foreign (lending) library

6. **Photoduplication Services**

*Prices may be subject to additional charges - see item 9.6. and other*

6.1.	<b>Paper copies and prints - 1 page</b>	<b>black/white A4</b>	<b>black/white A3</b>	<b>colour A4</b>	<b>colour A3</b>
6.1.1.	<b>Basic charge</b> (self - service)	<b>2,00</b>	<b>4,00</b>	<b>9,00</b>	<b>18,00</b>
6.1.2.	<b>People with disabilities - applies for all items in 6.1.</b>	<b>2,00</b>	<b>4,00</b>	<b>9,00</b>	<b>18,00</b>
6.1.3.	Made to order from archival or rare material acc. to user's instructions	<b>6,00</b>	<b>12,00</b>	<b>14,00</b>	<b>23,00</b>
6.1.4.	Made to order on special equipment as determined by the librarian (dimensions, condition of the original)	<b>12,00</b>	<b>16,00</b>	<b>14,00</b>	<b>23,00</b>
6.1.5.	Printout from microfilm or microfiche - self-service (black and white print only)	<b>2,00</b>	<b>4,00</b>		
6.1.6.	Printout from microfilm or microfiche in the NL collection made to order (black and white print only)	<b>10,00</b>	<b>11,00</b>		
6.2.	<b>Lamination of copies</b>				
6.2.1.	A3 format 1 sheet	<b>20,-</b>			
6.2.2.	A4 format 1 sheet	<b>10,-</b>			
6.2.3.	A5 format 1 sheet	<b>8,-</b>			
6.3.	<b>Spiral binding</b>				
6.3.1.	up to 20 sheets	<b>20,-</b>			
6.3.2.	up to 100 sheets	<b>30,-</b>			
6.3.3.	up to 180 sheets	<b>40,-</b>			
6.4.	<b>Photographic reproduction - digital output without data carrier</b>				
6.4.1.	standard user quality (Photoshop 3, RGB, JPG, 300 dpi)	<b>126,-</b>			
6.4.2.	print quality (Photoshop 11-12, sRGB, JPG, 300 dpi)	<b>250,-</b>			
6.5.	<b>Photographic reproduction colour print</b>				
6.5.1.	9x12 cm	<b>100,-</b>			
6.5.2.	13x18 cm	<b>100,-</b>			

6.5.3.	18x24 cm	106,-
6.5.4.	24x30 cm	114,-
6.5.5.	30x40 cm	126,-
6.6.	<b>Digital copy (standard user quality, 200 dpi) without data carrier</b>	
6.6.1.	Digitized to order - for each page of item	12,-
6.6.2.	Additional charge for 300 dpi quality for each page	50%
6.6.3.	Digital images downloaded from NL digitized databases – for each image	10,-
6.6.4.	Digital images of microfilm, microfiche in the NL collection - for each image	12,-
6.7.	<b>Copies through eDDO service</b>	<a href="https://www.nkp.cz/sluzby/edodo">https://www.nkp.cz/sluzby/edodo</a>
6.8.	<b>eBooks on Demand</b>	<a href="https://www.nkp.cz/sluzby/eod">https://www.nkp.cz/sluzby/eod</a>
7.	<b>Retrieval Services</b>	
7.1.	Fee for ordered search (each half hour or part thereof of librarian's work)	80,-
7.2.	For librarians and libraries in the Library Science Library	free
7.3.	Bibliographic search (each half hour or part thereof of librarian's work)	80,-
7.4.	Information retrieval in documents (each half hour or part thereof of librarian's work)	100,-
8.	<b>Library tours for student groups (maximum 30 people allowed)</b>	500,-
8.1.	For librarians, library science students and libraries	free
9.	<b>Fees for late return of library material, additional fees</b>	
9.1.	<b>Fine per day for late return of library material</b>	
9.1.1.	For each volume of physical unit – regular loan	5,-
9.1.2.	For each volume of physical unit – special loan	10,-
9.1.3.	For each volume of physical unit – interlibrary loan	10,-
9.2.	<b>Delay letter fee (NL director registered letter)</b>	70,-
9.3.	<b>Fee for preparatory steps for litigation (for each library unit or other item of litigation)</b>	200,-
9.4.	<b>Administration fee for handling user caused damage as a consequence of loss or damage of library unit (for each library unit)</b>	200,-
9.5.	<b>Fee for reservation notification (by mail o telephone)</b>	15,-

9.6.	<b>Additional charge for using originals from archival and rare collections – photoduplicating services</b>	
9.6.1.	1 – 10 pages of each item	20,-
9.6.2.	11 – 50 pages of each item	100,-
9.6.3.	over 50 pages of each item	500,-
9.7.	<b>Packing fee</b>	35,-
9.8.	<b>Additional charge for incomplete order</b>	20,-
9.9.	<b>Additional charge for cut-out (photoduplicating services)</b>	4,-
9.10.	<b>Additional fee for preparation of order (orders by letter in case of incomplete references)</b>	
9.10.1.	Up to 10 citations	30,-
9.10.2.	11th and each additional citation	3,-
9.11.	<b>Fee for express service</b>	50%
9.12.	<b>Postage is charged in full, insurance fee included</b>	
9.13.	<b>Fee for issuing a certificate for export of items of cultural value</b>	500,-
10.	<b>Data carrier</b>	
10.1.	CD, including sleeve	15,-
10.2.	DVD, including sleeve	30,-

*In accordance with Copyright Act No. 121/2000 Coll., as amended, the National Library of the Czech Republic shall accept an order for digital copying, inter alia, only if it is verified that the economic copyright of all the works contained in the subject of copying has expired. Verification of the condition mentioned in the previous sentence is not part of the order acceptance.*

**Additional fee might be charged for** postage (par. 9.12.), package (par. 9.7.), data carrier (par. 10), work with archival and rare material (par. 9.6.) etc.

### **General rules**

11. Under the current legislation of the Czech Republic, in certain cases (expensive material, time demanding research, higher expense, copies from originals that are not from the NL collections etc.) it is possible to agree the contract price with a customer.
12. If the order is expected to exceed CZK 1000, down payment of min. 50% of the total cost is usually required.
13. Prices of photoduplication products are VAT inclusive.