



# **Glasgow Libraries**

## **Price List 2014/2015**



## Libraries

### Price List 2014-2015

Segment	Service	Item	User	2014/15 Charge (£)
Overdue Library Materials (not Videos, CDs or DVDs)	Library Materials	Any	Juvenile	Free
<i>Note: This rate will continue to rise at a rate of 50p per item per week until the charge reaches £3.50, which is the maximum charge for an overdue item. The maximum charge for overdue fines on all items is £12 per customer.</i>		1 – 7 days	Adult	0.50
		Up to 2 weeks	Adult	1.00
		Up to 3 weeks	Adult	1.50
		Up to 4 weeks	Adult	2.00
CDs	Charge for 7 day rental of audio items	Each CD	Adult	0.85
<i>Note: Overdue rate as hire charge per week, up to a maximum of £2.40 per item / £1.60 concession &amp; juvenile.</i>			Juvenile	0.40
			Glasgow Kidz/ Young Scot	FREE for 1 <sup>st</sup> week then normal overdue charges apply
			Con.	0.40
DVDs	7-day hire charge per item		Adult	1.60
<i>Note: Overdue rate as hire charge per week, up to a maximum of £4.50 per item / £3.00 concession &amp; juvenile.</i>			Juvenile	1.10
			Glasgow Kidz/ Young Scot	FREE For 1 <sup>st</sup> week then normal overdue charges apply
Interlibrary Loans			ALL	7.50
Replacement Tickets			Adult	2.50
			Juvenile	Free
			Con.	1.10
Half-day hire of training suite (no tutor)		Community groups and charities	All	60.00
		Businesses and comm. organisations	All	100.00

Mitchell Library	24-Hour Loans	Handling charge	All	25.00
	Car Parking Space	Weekly charge	All	20.00
	Car Parking Space	3 Monthly charge	All	310.00
	Car Parking Space	Annual charge	All	1,030
Exhibitions	Exhibitions of a charitable or non-commercial nature (per week)	<i>Note: Subject to available space, at the discretion of the librarian.</i>	All	See note
	Commercial exhibitions (per week)	<i>Note: Each item exhibited for sale will carry a 20% commission charge on top of general exhibition charge, payable at the end of the exhibition to the library.</i>	All	30.00 + 20% commission
Research Written Enquiries	Requests resulting in less than half an hour of research	<i>Note: Includes postage and packing</i>	All	10.00
	Requests resulting in more than half an hour staff time (first half an hour is £8.00 as above)	Per half hour <i>Note: Postage and packing costs to be added to the total cost.</i>	All	20.00
Post & Pack			From	6.95
Study Carrels	Hire of Study Carrels (Library Membership card required)	Cost per day/full opening hours	Fee	5.00
			Con.	2.50
	Consumables	Printing:		
		Black and White A4	All	0.10
		Black and White A3	All	0.20
		Colour A4	All	1.00
		CD-Rom (Recordable)	All	1.50
	Additional Costs	Smart board	All	30.00
		Data projector	All	30.00
		Laptop	All	30.00
		TV and video	All	30.00
	ECDL	Per course	All	200.00
	ECDL Essentials	Per course	All	150.00
	ECDL Extra	Per course	All	165.00
	E-Type Touch Typing	Per course	All	50.00
	Getting Started – Core Programme	Per Course	All	FREE
	Introduction to Family History Course	Per Course	All	55.00
	Introduction to Family History Course	Per Course	Concessional discount	35.00
	Irish Family History	Per 3hr Session	ALL	30.00
	Internet and Email (Stand alone)	Per Course	All	100.00
	Module 7 ECDL – Word Processing Level 1	Per Course	All	100.00
Music	Hire of vocal score sets	3 month loan	All	35.00
		6 month loan	All	45.00
	Overdue fines vocal score sets	Per month	All	20.00
	Hire of orchestral scores/parts	6 month loan:		

		Band 1 – (1 to 20)	All	25.00
		Band 2 – (21 – 40)	All	30.00
		Band 3 – (41+)	All	40.00
	Overdue fines orchestral scores/parts	Per month:		
		Band 1 – (1 to 20)	All	13.00
		Band 2 – (21 – 40)	All	18.00
		Band 3 – (41+)	All	21.00
	Hire of chamber music	Sets (1 month loan)	All	10.00
	Pianos (per session)	<i>Note: Concession charge applies to young people, and includes Glasgow Young Scot/Kidz Cards discounts.</i>	All	3.50
	Hire of Music Carrels (with membership card)	Per hour	All	1.50
Play Sets	Play sets	Sets (6 month loan)	All	20.00
	Overdue fines Play sets	Per month	All	15.00
Faxing		Group A (UK destinations):		
	<i>Note: Where photocopying is necessary, it is charged at £0.10 per A4 page.</i>	Send first page	All	1.60
		Additional pages	All	0.70
		Receipt per page	All	0.70
		Notification by telephone	All	0.70
		Group B (European destinations):		
		Send first page	All	2.70
		Additional pages	All	1.00
		Receipt per page	All	1.20
		Group C (Non-European destinations):		
		Send first page	All	4.00
		Additional pages	All	1.30
		Receipt per page	All	1.30
Archives and Special Collections	Glasgow Burgh Registers of Sasines and Deeds	Inspection fee, per volume	All	3.50
		Inspection fee for indexes/minutes for 5 years	All	11.00
		Each additional five years	All	3.50
		Copies attract a handling charge, per volume	All	11.00
		Copying charge, per A4 page	All	1.00
		Copying charge, per A3 page	All	2.00
	Building Control Records	Production fee for Building Control Plans and Minor Warrants and	All	10.00

		Completion Certificates, per set of plans or documents (remitted to students and private or historical searchers)		
Archives and Special Collections	Building Control Records <i>Continued</i>	Search fee for staff research (using per year searched)	All	5.00
		Subject to a minimum of five years' equivalent	All	25.00
	Fee for copies of historical valuation and voters' rolls	First page	All	12.00
	<i>Note: Current rolls may not be copied except by the Assessor's Department.</i>	Each subsequent page	All	5.00
	Plan paper copies	A0	All	4.00
	<i>Note: A handling charge of £6.50 per order will be payable for plan prints remitted to £2.00 for educational purposes.</i>	A1	All	2.50
		A2	All	2.30
		Excess sizes per 30cm (57 cm width)	All	1.00
		Excess sizes per 30cm (82cm width)	All	0.90
	Poor Relief and Historic Police Personnel Register	Copies of Applications and Entries	All	12.00
Records Management Fee		<i>Note: Plus postage and packing from £6.95</i>		25.00
Business Service	MINT Database printouts and downloads	Report Packages (Up to 75 companies)	All	5.00
		(76 – 250 companies)	All	10.00
		(251 – 500 companies)	All	15.00
		(501 – 750 companies)	All	20.00
		(751 – 1,000 companies)	All	25.00
		(over 1,000 companies) <i>Note: Maximum of 5,000 per download</i>	All	50.00
		E-mailed Accounts ( Scanned Companies House accounts)	All	1.00
		E-mailed Accounts ( includes analysis)	All	2.50
	Copyright – CLA Fee		All	9.00
	Companies House Direct Database <i>Note: Companies House Direct Database downloads are now subject to a 20% handling charge</i>			
	<i>Handling charge applies</i>	Company indexes	All	Current Cost Price
	<i>Handling charge applies</i>	Basic company details	All	Current Cost Price
	<i>Handling charge applies</i>	History of company	All	Current

		transactions		Cost Price
	<i>Handling charge applies</i>	Register of disqualified directors	All	Current Cost Price
	<i>Handling charge applies</i>	Insolvency history	All	Current Cost Price
	<i>Handling charge applies</i>	Company appointments	All	Current Cost Price
	<i>Handling charge applies</i>	Personal appointments	All	Current Cost Price
	<i>Handling charge applies</i>	Mortgage index	All	Current Cost Price
	<i>Handling charge applies</i>	Mortgage charge details	All	Current Cost Price
	<i>Handling charge applies</i>	Full mortgage details	All	Current Cost Price
	<i>Handling charge applies</i>	Current appointments report	All	Current Cost Price
	<i>Handling charge applies</i>	The Mortgage Statement	All	Current Cost Price
Experian Company Credit Check			All	15.00
Patents	Full documents/document delivery service	<i>Note: Copies of patent specifications charged a flat rate up to 40pp, over 40pp plus £0.30 per excess page. Drawings exceeding standard A3 size subject to a surcharge of £1.80 (A2), or £2.30 (A1). All prices are exclusive of postage.</i>	All	5.50