

## Are you too late? Overstepping the lending period

If the lending period is overstepped, we will charge you a fee for every medium:

- After 7 days: 1.00 €
- After 14 days: 1.00 €
- After 21 days: 3.00 €

The reminder charges will be added, which means, if you borrow a book and you do not return it for another 3 weeks, we will charge you 5.00 € reminder charge.

Every reminder charge has to be paid nevertheless, even if no letter was sent to you.

## Reservation of borrowed media

Already borrowed media can be reserved for you for 50 cents. As soon as your wanted media is returned we will contact you via e-mail. If you choose to be contacted via letter, you will be charged with 1.00 €.

## Online catalogue

All our media and your reading account is accessible on [www.stabue-holzgerlingen.de](http://www.stabue-holzgerlingen.de).

Here you can extend the lending period yourself. To access your reading account use your library registration card number and your password (Date of birth dd.mm.yyyy).

## Important hint

The lift at the "Rektor-Franke-House" only works up to the second floor. For mothers having a baby carriage our library staff will activate the lift to reach the upper floor.



**Welcome**  
to the  
**Public Library of Holzgerlingen**

Stadtbücherei Holzgerlingen  
Rektor-Franke-Haus  
Böblinger Straße 28  
71088 Holzgerlingen

Tel. 0 70 31/ 6808-550

E-Mail: [stadtbuecherei@holzgerlingen.de](mailto:stadtbuecherei@holzgerlingen.de)  
Online-Katalog: [www.stabue-holzgerlingen.de](http://www.stabue-holzgerlingen.de)

## Opening hours:

<b>Mo</b>	<b>14.30 - 18.30 Uhr</b>
<b>Di</b>	<b>10.00 - 12.00 Uhr</b> <b>14.30 - 17.30 Uhr</b>
<b>Mi</b>	<b>closed</b>
<b>Do</b>	<b>14.30 - 18.30 Uhr</b>
<b>Fr</b>	<b>14.30 - 18.30 Uhr</b>
<b>Sa</b>	<b>10.00 - 13.00 Uhr</b>



## Public Library Holzgerlingen

The public library of Holzgerlingen offers a versatile asset of books and other media on two floors.

On the second floor you can find literature for kids and teenagers, audio books, games, CD-ROMs and magazines; further more you can find DVDs and music CDs for adults next to the counter.

On the third floor you will find novels, non-fiction, as well as current magazines and papers for adults.

If you like to get more information, feel free to ask. We are looking forward to welcome you!

## Registration

- For your registration we need either your identification card or a passport with a registration certificate.
- Children get their own library card from the age of seven. Children under sixteen years of age are only allowed to register with a parent or within a guided class tour. For the registration we need the identification card of the parents and a written letter of agreement.
- Registration fee for adults is 4 €, for children 2 €.

## Lending fees

There are the following possibilities for adults:

<b>Annual fee</b>	<b>10.00 €</b>
<b>Fee for a couple</b>	<b>12.50 €</b> (married couples)
<b>Student fee</b>	<b>5.00 €</b>
or	
<b>Single fee per media</b>	<b>0.80€</b>

For children under the age of eighteen the lending is free. With these library cards only media for children can be borrowed.

## Library card

With your attendance you accept the terms of use of the public library of Holzgerlingen. The owner of the library card is in its full extent liable for all media borrowed with its library card.

- The library card is not transferable.
- Please inform us, if your name or address has been changed.
- Please inform us if you lost your library card. For an alternate library card we will charge you 5 €.

## Lending

- Without a library card borrowing is not possible.
- Check all media before borrowing for completeness and defects (especially games).
- All tapes have to be rewinded before returning them.
- If any damage is caused or if the borrowed media gets lost, the original price has to be paid.
- For minor damage the library is charging a fixed amount of 2,50 €.
- The library is not liable in any case of damage caused by borrowed media.

	Lending amount	Lending time Limit	Extension
Book	30	4 weeks	Yes
Magazine	15	2 weeks	No
Game	4	4 weeks	No
Audio book	4	4 weeks	No
Music CD	4	4 weeks	No
Children MC	4	4 weeks	No
Children CD	4	4 weeks	No
CD ROM	4	4 weeks	No
DVD	4	4 weeks	No