

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 February 10, 2014

Library Cards and Registration

1	Registration fee	
1.1	Library card or its renewal	100,-
1.2	People with disabilities, seniors over 70 (except for users of Scholars Reading Room)	free
1.3	Others (including all users of the Scholars Reading Room)	100,-
2	Fee for every new library card issue (except for the Slavonic Library)	10,-
3	Fee for library card replacement	50,-
4	One day admission ticket	10,-
5	Interlibrary services	
5.1	Within the Czech Republic	
5.1.1	Loan from any library in the Czech Republic	free
5.1.2	Paper photocopies from any library in the Czech Republic	acc. to the price list of the supplying library
5.1.3	Paper photocopies supplied to libraries in the Czech Republic – every ten pages of the original or part thereof	20,-
5.2	International interlibrary services	
5.2.1	For each loan from abroad – published in Europe except for Great Britain	250,-
5.2.2	For each loan from abroad – published in Great Britain and outside Europe	450,-
5.2.3	Paper photocopies of every 5 pages of the original or part thereof	40,-
5.3	Compensation for a loss of a material obtained via ILL (fees are added up)	
5.3.1	Administration fee	200,-
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	
	Duplication services	
6.1	Paper photocopies - one page A4 format to A4 format	
6.1.1	Self-service	2,50
6.1.2	Made to order acc. to user's instructions (service for the disabled)	2,50
6.1.3	Made to order from archival or rare material acc. to user's instructions	6,-
6.1.4	Made to order from archival or rare material acc. to user's instructions (service for the disabled)	2,50
6.2	Paper photocopies - one page A3 format (if in compliance with the Library Collections Preservation rules)	
6.2.1	Self-service	5,-
6.2.2	Made to order acc. to user's instructions (service for the disabled)	5,-
6.2.3	Made to order from archival or rare material acc. to user's instructions	12,-
6.2.4	Made to order from archival or rare material acc. to user's instructions (service for the disabled)	5,-
6.3	Scanned copy - one page A4 format	
6.3.1	Black and white print	12,-
6.3.2	Black and white print (service for the disabled)	2,50
6.3.3	Colour print	14,50
6.4	Scanned copy - one page A3 format	
6.4.1	Black and white print	16,-
6.4.2	Black and white print (service for the disabled)	5,-
6.4.3	Colour print	23,-
6.5	Duplicate of microfilm (positive)	
6.5.1	Up to 20 frames flat fee	60,-
6.5.2	21+ for each frame	2,80

6.5.3	Negative made to order – for each full frame	4,-
6.6	Printout from microfilm or microfiche	
6.6.1	A4 format self-service	2,50
6.6.2	A4 format made to order	14,50
6.6.3	A4 format made to order from microfilm, microfiche in the NL collection	10,-
6.6.4	A4 format made to order from microfilm, microfiche in the NL collection (service for the disabled)	2,50
6.6.5	A3 format (from microfilm only) made to order (incl. scanning the original)	16,-
6.6.6	A3 format made to order from microfilm in the NL collection	11,50
6.6.7	A3 format made to order from microfilm in the NL collection (service for the disabled)	5,-
6.7	Photographic reproduction - digital output without data carrier	
6.7.1	standard user quality (Photoshop 3, RGB, JPG, 300 dpi)	126,-
6.7.2	print quality (Photoshop 11-12, sRGB, JPG, 300 dpi)	250,-
6.8	Photographic reproduction colour print	
6.8.1	9x12 cm	100,-
6.8.2	13x18 cm	100,-
6.8.3	18x24 cm	106,-
6.8.4	24x30 cm	114,-
6.8.5	30x40 cm	126,-
6.9	Digital copy (standard user quality, 200 dpi) without data carrier	
6.9.1	Digitized to order - for each page of item	12,-
6.9.2	Digital images downloaded from NL digitized databases – for each image	10,-
6.9.3	Digital images of microfilm, microfiche in the NL collection - for each image	12,-
6.9.4	Additional charge for 300dpi quality for each page of the item (par. 6.9.1)	50%
6.10	Copies through eDDO service	https://www.nkp.cz/sluzby/edodo
6.11	eBooks on Demand	https://www.nkp.cz/sluzby/eod
6.12	Additional fee might be charged for postage (par. 24), package (par. 17, 18), data carrier (par. 23), work with archival and rare material (par. 16) etc.	
	Research services, Library tours	
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,-
7.5	Additional fee charged for printing, copies, data carrier, postage, package etc.	
8	Library tours for student groups (maximum 30 people allowed)	500,-
8.1	For librarians and library science institutions	free
9	Fees for late return of library material, deposit, additional fees	
	Fine per day for late return of library material	
9.1	For each volume of physical unit – regular loan	5,-
9.2	For each volume of physical unit – special loan	10,-
9.3	For each volume of physical unit – interlibrary loan	10,-
10	Delay letter fee (NL director registered letter)	70,-
11	Fee for preparatory steps for litigation (for each library unit)	200,-
12	Administration fee for handling user caused damage as a consequence of loss or damage of library unit (for each library unit)	200,-
13	Fee for reservation notification (by mail o telephone)	15,-
14	Deposit – for individual loan, depends on the value of the item, made to the NL account in Komerční banka	minim. 400,-
15	Fee for a single use of copy from archival or rare collection not for personal purpose (editorial use, advertising or promotional use, etc.)	

15.1	Historical collection: individual contract	
15.2	Archival collection (if there is no other specification in individual contract) per page	100,-
15.3	Fee is charged even in case the copy was made with user's own equipment	
16	Additional charge for using originals from archival and rare collections – photoduplication services (except for the disabled)	
16.1	1 – 10 pages of each item	20,-
16.2	11 – 50 pages of each item	100,-
16.3	over 50 pages of each item	500,-
17	Packing fee for microfilm copy	70,-
18	Packing fee for other orders	35,-
19	Additional charge for incomplete order	20,-
20	Additional charge for cut-out (photoduplication services)	4,-
21	Additional fee for preparation of order (orders by letter in case of incomplete references)	
21.1	Up to 10 citations	30,-
21.2	11th and each additional citation	3,-
22	Fee for express service	50%
23	Data carrier	
23.1	Paper A4 format, one page	2,50
23.2	CD, including sleeve	15,-
23.3	DVD, including sleeve	30,-
24	Postage is charged in full, insurance fee included	
25	Fee for issuing a certificate for export of items of cultural value	500,-

General rules

- 26 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.
- 27 If the order is expected to exceed 1000,- down payment of min. 50% of the total cost is usually required.
- 28 Prices of duplication products are VAT inclusive.

*Fees are charged in whole CZK. When paying in cash, the amount of CZK 0.50 will be rounded to the nearest whole number down.
The total sum is rounded.*