

Kingston Library and Heritage Service Fees and Charges



Charges for borrowing

Item	Loan Period	Charge
Books	3 weeks	Free
DVDs Adult	1 week	Newer Titles £1.50 Existing stock £1.00
DVDs Children	1 week	Feature films £1.50 Others £1.00
DVD Boxsets	3 weeks	£4.00
CDs	1 week	50p
Spoken Word CDs	3 weeks	Adult stock £1.20 Senior Citizens (aged 60+) - Free Children/Teen stock - Free Visually impaired and disabled - Free
Music Score Sets	1 month	Up to 25 copies £10.00 26 to 50 copies £18.00 Over 50 copies £24.00
Orchestral Sets	1 month	£10.00
Language Courses	3 weeks	£2.00

Late return charges

Books	27p each day branch is open (max £10) per item if left unresolved. If renewed a new loan period starts and liable to generating a new fine if overdue. No late return charges on children's and teen stock or for members aged 75+ However, admin charges apply to ALL accounts as detailed below.
Spoken Word	27p each day (max £10) no late return charges on children's and teen stock or for members aged 75+
CDs DVDs Language courses	Non-renewable items subject to a further loan charge up to a maximum of £10 per item
Administration charge for 2nd overdue reminder	£1.80 (applies to all items and accounts) Charge generated if item(s) overdue after 6 weeks (42 days)

Charges for reservations

Items in stock	£0.90
Items not in LLC stock subsequently purchased	£1.50
Items not in stock obtained through the British Library	£15.00
Music score set	£0.90
Children & teen items except children's DVDs	Free
Children's DVDs	£0.90

Charges for lost items

Lost or damaged item	Charges vary according to item cost. Not refundable if the item is later found. Lost items must be paid for, we cannot accept a replacement copy bought independently.
Replacement membership card	18+ yrs £2.75 0-17 yrs £1.00

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Events and Activities

Charges range from £1.50 to £12 according to events ranging from children's school holiday activities to adult events such as author talks. Core children's activities e.g. Storytimes and Rhymetimes are free

Charges for IT Services

Service	Detail	Charge
Internet	Use of public access PCs	1 hour free Per 30 mins thereafter - £1.50 2 nd hour free for unemployed on production of a Work Plan booklet (WS1) and appointment card
Computer Printing	All Branches	Per sheet A4 B&W £0.20 A4 Colour £0.50 A3 B&W £0.50 A3 Colour £1.00
Photocopying	All Branches	Per printed side of paper A4 B&W £0.10 A4 Colour £0.50 A3 B&W £0.20 A3 Colour £1.00
ICT Tutor Led Training	IT Training sessions	From £3 per person depending on type and length of course