

Regulations on the Collection of Fees for the Use of the Neu-Isenburg Public Library

(Fee Regulations of the Neu-Isenburg Public Library)

§ 1 Scope of Application

(1) These regulations apply to all services of the Neu-Isenburg Public Library that go beyond the free basic usage.

(2) Basic usage particularly includes the free use of collections on-site, magazines and newspapers, and staying in the library. According to § 10 Abs. 3 HessBibIG, the on-site use of the library is free of charge for everyone.

§ 2 Card Fees

The following fees are charged for the library card:

(1) Annual fee

a) Adults:	10 €
b) Users under 18 years:	free of charge
c) Adults with Ehrenamts card (Hessian Volunteer Card):	free of charge
d) Schools and childcare facilities:	free of charge

The annual fee is due upon registration and upon the renewal of the library card validity. For users who already possess a library card before reaching the age of 18, an annual fee will be charged starting from the 18th year and from the next renewal.

Schools and childcare facilities can request a personal institutional card for professional purposes through their management. This entitles them to borrow media in connection with an identity verification of the respective staff members of the institution. The validity ends after one year and can be extended upon presentation of a current verification. Users of an institutional card receive longer lending periods when borrowing media. Institutional cards are exempt from annual and late fees.

(2) Replacement of a lost library card

- a) Adults: 10,00 €
- b) Users under 18 years: 5,00 €

(3) Regional card

- a) Annual fee for adults: 25,00 €
- b) Replacement card: 10,00 €

§ 3 Late Fees and Compensation

(1) Exceeding the loan period

In the event of exceeding the loan period, the following late fees are charged per media unit:

- a) 1st to 14th calendar day after the end of the loan period (1st reminder):
1,00 € plus postage and processing fee
- b) 15th to 29th calendar day after the end of the loan period (2nd reminder):
1,50 € plus postage and processing fee
- c) From the 30th calendar day after the end of the loan period (3rd reminder):
3,00 € plus postage and processing fee

(2) If a reminder for the return of media, devices, and items is unsuccessful, the collection of these as well as outstanding fees and costs will occur according to the provisions of the applicable Hessische Verwaltungsvollstreckungsgesetz (HessVwVG, Hessian Enforcement Act) and Kostenordnung (HessVwVKostO, Cost Regulations).

(3) Replacement of media, devices, and items

The nature and amount of the compensation will be determined by the public library at its discretion. Compensation for severe damage and loss will be assessed based on the replacement value of the media, devices, and items, but will be at least 5 € for adults and 2,50 € for children and adolescents.

§ 4 Reservations and Interlibrary Loans

(1) Service fees

- a) Reservation of borrowed media: 1,00 €
- b) Request for a purchase: 1,00 €

No fees apply for children and adolescents up to 18 years.

Accrued reservation fees for media from the Neu-Isenburg Public Library are also due if they are not picked up despite being requested.

(2) Interlibrary loan requests via the German Loan System

- Request for a medium: 4,00 €

§ 5 Other Services

Document printing

- a) A4 Black and White Print: 0,20 €/Page
- b) A4 Color Print: 0,40 €/Page

§ 6 Origin of the Fee Claim

(1) The claim for fees arises with the implementation of the respective fee event.

(2) The claim for fees is particularly unaffected if the respective service or permission to use it is not fully utilized or if a purpose pursued is completely or partially missed.

§ 7 Fee Debtors

(1) Subject to § 2, the applicant and the user owe the fees. Mistakes regarding the obligation to pay fees and other mistakes in the formation of will (motivational errors) are disregarded, even if caused by deception by a third party. Anyone who acts on behalf of another person during the application without the representation being recognizable, or submits the application in the name of another person without having the relevant authority, is deemed to be the debtor of the fee.

(2) If persons who would be fee debtors according to § 1 are minors at the time the fee claim arises, their legal representatives are liable for the respective fees. A subsequent attainment of majority does not affect the fee debtor status regarding fees that have already arisen.

(3) Multiple debtors for the same fee are jointly and severally liable.

§ 8 Entry into Force

These regulations come into force on January 1, 2026.