



Library Fee Schedule

SRH Berlin School of Popular Arts

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1. General

This fee schedule applies to the library of the SRH Berlin School of Popular Arts.

All fees and fines are due immediately. Paid fees will not be refunded.

2. Fines

Fines are charged for exceeding the loan period.

The fines for overdue media are 0,50 Euro per medium and opening day.

Fines are charged regardless of the receipt of written reminders, as the user is responsible for adhering to the loan period.

There will be a reminder by mail if the loan period is exceeded by more than 30 days.



3. Replacement and processing fees

Media are considered as not returned until the library is notified of their loss. For lost or damaged media, the library will buy a replacement copy of equal value.

If a medium is replaced by the library because it was damaged or it has not been returned despite a reminder, a processing fee of 10.00 Euro per medium will be charged in addition to the procurement costs.

If it is not possible to get a replacement, compensation must be paid in accordance with the statutory provisions. Irrespective of this, a processing fee of 10.00 Euro is due.

4. Payment of fees

Fees can only be paid by bank transfer.

Please indicate the following as the purpose of payment: **Library Fees SOPA**

The bank transfer has to be issued to the account below:

Depositor: SRH Hochschulen Berlin GmbH
Bank: EB Bank eG
IBAN: DE 44 5206 0410 0005 0100 39
BIC: GENODEF1EK1

After the transfer has been made, please send proof of payment to the library so that your library account can be balanced.

5. Exceptions

In justified individual cases, the library may allow exceptions to this fee schedule for the benefit of the user.

6. Commencement

This fee schedule is effective as of June 1st, 2022.