

# Tariffs

## University Library Bern

Valid from 14.11.2022

All fees in CHF



		Staff University of Bern	Students	Public institutions of canton Bern, educational institutions (CH & abroad), hospitals	External non-commercial entities & persons	Commercial customers
<b>Borrowing</b>						
borrowing				free of charge		
registration				free of charge		
replacement user pass				free of charge		
<b>Overdue notices after expiry of the loan period per document</b>						
initial reminder				free of charge		
1. overdue notice				5.-		
2. overdue notice				additionally 5.-		
3. overdue notice				additionally 10.-		
<i>The return of borrowed documents is due latest on the last day of the loan period. Not received initial reminder/overdue notice (postal or per E-Mail) as an excuse for late return are not accepted.</i>						
<b>Loss, damage, after 3. overdue notice</b>						
per document <i>Only the library may acquire replacement copies.</i>	handling fee			50.-		
	for available documents			additionally the actual reacquisition costs		
	for documents not available			additionally 70.-		
compensation for damages: repair charges				nach Aufwand		
<b>Document delivery</b>						
per document	postal delivery	free of charge *		12.-		
	SLSP Courier	free of charge *		6.-		
	Local Courier	free of charge		The fee will also be charged for not collected orders. kostenlos		
<b>Interlibrary loan</b>						
per document	sourced from CH	free of charge *		12.-		
	sourced from Europe			actual costs, at least 24.-		
	sourced from UK and overseas			actual costs, at least 36.-		
<b>Copy and scan orders</b>						
per order (max. 50 pages)	sourced from CH	free of charge *		5.-		25.-
	sourced from abroad			8.-		
Printed document have an additional charge per 50 pages		2.50		2.50		2.50
<b>Scans and copies from special collections and stock with a publication year prior to 1900</b>						
complete books or parts of it, maps	base charge per order			8.-		
	as a PDF: per page up to A3 format			additionally -.40		
	as a PDF: per page from A3 format			additionally 3.-		
	as a TIFF: per scan			additionally 5.-		
reprints: <b>additionally</b> to the price for the PDF	base charge per book on paper			additionally 9.-		
	per page			additionally -.03		
delivery charges per DVD	CH and Europe			9.-		
	worldwide			12.-		
delivery charges per book on paper	CH, A, D, B, FL, NL, UK			free of charge		
	rest of Europe			9.-		
	worldwide			20.-		
<b>Additional services</b>						
lockers and cupboards maintained by UB	rental per month			7.-		
	rental per semester			20.-		
long term study places	rental per semester			20.-		
<b>Copying and scanning with Uniprint</b>						
black & white	per copy A4			-.08		
	per copy A3			-.10		
colour	per copy A4			-.15		
	per copy A3			-.18		
per scan				-.01		
printcard (incl. initial credit of 5.-)			Unicard	10.-		
<b>Commissioned research (written/oral) for literature research &amp; reference management</b>						
up to 1 hour				free of charge		
exceeding 1 hour: per hour, partial hours will be charged pro rata		88.-		114.-		150.-
<b>Guided tours</b>						
tours of the library				free of charge		
introduction to library catalogue use				free of charge		
special tours				See the tariff of the individual libraries		
<b>Courses</b>						
literature research, reference management	per hour and group	free of charge		255.-		330.-
	special courses			See the tariff of the individual libraries		
<b>Collection and debt prosecution expenses</b>						
costs				according to costs		

\*Services are only free of charge if they are ordered via UB Bern, if staff is registered correctly via SWITCH edu-ID and if the [order has been placed correctly](#).