

**PRICE LIST OF UM LIBRARY SERVICES
for 2024/2025 academic year**

Table 4

1. Loan Services			
1.1.	Annual membership		15.60
	3-month membership		6.00
	Membership for Um students and students on mobility programmes (paid at enrolment)		9.50
	Pupils aged over 18		9.50
	students of other higher education institutions		13.20
	Pensioners		13.20
	unemployed, people with disabilities and welfare recipients		free of charge
	youth up to 18 years of age		free of charge
1.2.	Legal persons		36.00
1.3.	Membership card		5.00
1.4.	Overdue notice (per unit)		
	1 st overdue notice (7 days after the expiration of the loan period)		2.15
	2 nd overdue notice (7 days after the first overdue notice)		5.00
	3 rd overdue notice (7 days after the second overdue notice)		8.50
	Overdue notice before the lawsuit ¹		15.00
	Lawsuit ¹		actual charges
1.5.	Recovery (14 days after the third overdue notice) ²		27.50 + the cost under the contract of the recovery company
1.6.	Lost or damaged materials		
	materials published after 1 January 2014		50.00 + 8.00 for manipulation cost
	materials published by 31 december 2013		80.00 + 8.00 for manipulation cost
1.7.	Damaged materials		
	repair of damaged materials		15.00 + 8.00 for manipulation cost
1.8.	Sending materials by mail (for members)		6.00
2. Photocopying and Printing			
2.1.	Photocopying and printing on the printing system		
	A4		0.06
	A3		0.12
2.2.	a copy from microfilms or microfiche		0.44
2.3.	3D printing - model up to 10 g		2.00
2.4.	3D printing - model over 10 g		0.20 / g
3. Interlibrary Loan			
3.1.	Materials from other Slovene libraries		
	book (1 unit)		10.00 or the supplier's price
	article (up to 20 pages)		3.00 or the supplier's price
3.2.	Materials from foreign libraries		
	book (1 unit)		25.00 or the supplier's price
	article (up to 10 pages)		9.00 or the supplier's price
	purchase of materials directly from the publisher (for articles that cannot be ordered by interlibrary loan)		the supplier's price + 1.50
3.3.	UKM materials		
	book (1 unit)		6.00
	article (up to 20 pages, if more, photocopying or scanning is also charged)		3.00
4. Reference Services and User Education			
		Students and Employees of the UM	Other Users
4.1.	Reference search and consultancy (1 hour)	free of charge	25.00
4.2.	Thematic education (for groups by appointment, 2 lessons)	free of charge	150.00
4.3.	Iskanje in priprava gradiva za razstave, snemanja ipd. (1 ura)	free of charge	15.00
5. Digitalization and Reproduction Services			
5.1.	Digital reproduction of library materials		
	Up to A3 format - up to 5 pages		free of charge
	Up to A3 format - more than 5 pages (per page)		0.10
	Up to A2 format (per page)		0.30
	with optical character recognition OCR		10.00
5.2.	Digital reproduction of rarities		
	Up to A3 format (per page)		0.50
	Up to A2 format (per page)		0.70
	From microfilms/microfiches (per page)		0.20
5.3.	Digital reproduction of special collection materials		
	In low resolution up to 150 dpi - up to 30 pages		free of charge
	In high resolution from 300 to 600 dpi (per page)		10.00
5.4.	Digital photographing		
	Digital photograph (per unit)		2.00
	With post-production (the price of an external contractor per hour)		55.00
The price for digital reproduction (5.1.) applies to materials published after 1945, the price for digital reproduction of rarities (5.2.) applies to materials published before 1945. The reproduction of library material is carried out in accordance with copyright legislation. Reproduction of valuable, rare or damaged library material is authorized by an authorized library employee (Article 42 Rules on General Terms and Conditions of the University of Maribor Library).			
6. Rental of the Glazer Hall and Classrooms			
		UM Members	Other Users
6.1.	Glazer Hall (price per hour)	21.00	59.50
6.2.	Glazer Hall (price per hour if rented for more than 5 hours)	18.90	53.55

6.3.	Brede Filo Classroom (price per hour)	8.00	23.00
6.4.	Brede Filo Classroom (price per hour if rented for more than 5 hours)	7.20	20.70
6.5.	Large Conference Room (price per hour)	7.50	22.00
6.6.	Large Conference Room (price per hour if rented for more than 5 hours)	6.75	19.80
6.7.	Small Conference Room (price per hour)	4.00	11.00
6.8.	Small Conference Room (price per hour if rented for more than 5 hours)	3.60	9.90
6.9.	Room for Group Work (price per hour)	5.00	14.50
6.10.	Room for Group Work (price per hour if rented for more than 5 hours)	4.50	13.05
6.11.	UKM - ČUK Reading Room (price per hour)	15.50	44.00
6.12.	UKM - ČUK Reading Room (price per hour if rented for more than 5 hours)	13.95	39.60
The price does not include 22% VAT.			
7. UKM Publications			
7.1.	Publications from the collections Personalities and Events		12.00
7.2.	Exhibition catalogues		10.00
7.3.	Books of proceedings		13.00
7.4.	CDs		3.00
7.5.	Posters		5.00
7.6.	Special stamps and postcards		1.00
The price of printed publications of the UKM includes 5% VAT, the price of a CD includes 22% VAT.			
8. Bibliographic Processing of Materials			
		Students and Regular Employees of the UM	Other Users
8.1.	Bibliographic processing - 1 hour	free of charge	25.00
8.2.	Bibliography (bibliographic processing, evaluation, consulting) - 1 hour	free of charge	30.00
9. Bookbinding Services			
9.1.	Bookbinding		
	soft covers		15.00
	hard covers - glued book block		18.00
	hard covers - sewn book block		25.00
9.2.	Magazine binding - sewn book sheets and hard covers		25.00
9.3.	Manufacturing of a tailor-made protective book box		30.00
9.4.	Bookbinding hour		15.00
9.5.	Complex bookbinding		per bookbinding hour
V ceno je vključen 22 % DDV.			
10. Other UKM Services			
10.1.	Sale of written-off books		
	books of the 1 st category		1.00
	books of the 2 nd category		5.00
	books of the 3 rd category		10.00
The price includes 5% VAT.			
10.2.	Bag		
	Paper bag		0.30
	Canvas bag		4.50
The price includes 22% VAT.			

¹ Applicable to higher education libraries of the University of Maribor.

² Applicable to the University of Maribor library.

VAT payment: Where not explicitly stated that the price includes VAT, no tax is paid in accordance with Article 42 of the Value Added Tax Act (Official Gazette of the RS no. 13/11 with amendments and supplements up to 72/19).

The price list is an attachment of the Rules on General Terms and Conditions of the University of Maribor Library; individual services are provided on the basis of the provisions of these Rules.

The price list of UKM services for the 2024/2025 academic year was adopted by the UKM Expert Council at its 14th regular meeting on 12 January 2024 and by the UM Management Board at its 29th regular meeting of 1 February 2024.

President of the UM Management Board:
red. prof. dr. Mitja Gorenak