

**PRICE LIST OF UM LIBRARY SERVICES
for 2022/2023 academic year**

1. Loan Services			
1.1.	Annual membership		13.00
	3-month membership		5.00
	Annual membership applicable to UM students and students in the mobility programmes (payable upon enrolment at the UM)		8.00
	Persons without UM student status (payable upon renewal of student services at the UM)		6.40
	Pupils aged over 18		8.00
	Students of other higher education institutions		11.00
	Pensioners		11.00
	Unemployed, people with disabilities and welfare recipients		free of charge
	Youth up to 18 years of age		free of charge
1.2.	Legal persons		30.00
1.3.	Membership card		5.00
1.4.	3-month security for a locker		10.00
1.5.	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
1.6.	Recovery (14 days after the third overdue notice) ²		25.00 + the cost under the contract of the recovery company
1.7.	Lost or damaged materials		
	materials published after 1 January 2012		50.00 + 6.00 for manipulation costs
	materials published by 31 December 2011		80.00 + 6.00 for manipulation costs
1.8.	Damaged materials		
	repair of damaged materials		15.00 + 6.00 for manipulation costs
1.9.	Sending materials by mail (for members)		5.00
2. Photocopying and Printing			
2.1.	Photocopying and printing		
	A4		0.05
	A3		0.10
2.2.	a copy from microfilms or microfiche		0.40
2.3.	3D printing - model up to 10 g		1.00
2.4.	3D printing - model over 10 g		0.10 / g
3. Interlibrary Loan			
3.1.	Materials from other Slovenian libraries		
	book (1 unit)		8.00 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)		20.00 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)		5.00
	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	free of charge	24.00 + printing costs
4.2.	Thematic education (for groups by appointment, 2 lessons)	free of charge	72.00
5. Digitalization and Reproduction Services			
5.1.	Digital reproduction up to A3 format - up to 5 pages		free of charge
	Digital reproduction up to A3 format - more than 5 pages (per page)		0.10
	Digital reproduction up to A2 format (per page)		0.30
5.2.	Digital reproduction of rarities up to A3 format (per page)		0.50
	Digital reproduction of rarities up to A2 format (per page)		0.70
5.3.	Digital reproduction from microfilms/microfiches (per page)		0.20
5.4.	Transmission of digital reproductions over email or to a user's tangible medium		free of charge
5.5.	Transmission of digital reproductions to tangible media (CD, DVD)		1.50
5.6.	Colour printing of a digital recording (per page)		0.15
5.7.	Digital photographing with post-production (the price of an external contractor per hour)		54.00
	Digital photograph (per unit)		2.00
5.8.	Digital imaging of books from the UKM collection (with optical character recognition (OCR))		10.00 + 0.10 (per page)
The price for digital reproduction applies to materials published after 1945 and the price for digital reproduction of rarities applies to materials published before 1945. Digital reproduction of entire books from the UKM collection is possible only when they are no longer protected by property rights. The Local History materials are scanned in the middle resolution from 200 to 300 dpi after previous appointment (appendix to the 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)	14.00	48.00
6.2.	Glazer Hall (price per hour if rented for more than 5 hours)	12.60	43.20
6.3.	Brede Filo Classroom (price per hour)	7.00	23.50
6.4.	Brede Filo Classroom (price per hour if rented for more than 5 hours)	6.30	21.15
6.5.	Large Conference Room (price per hour)	6.00	20.00
6.6.	Large Conference Room (price per hour if rented for more than 5 hours)	5.40	18.00
6.7.	Small Conference Room (price per hour)	3.00	10.00
6.8.	Small Conference Room (price per hour if rented for more than 5 hours)	2.70	9.00
6.9.	Room for Group Work (price per hour)	4.00	13.50
6.10.	Room for Group Work (price per hour if rented for more than 5 hours)	3.60	12.15
6.11.	UKM - ČUK Reading Room (price per hour)	11.50	40.00
6.12.	UKM - ČUK Reading Room (price per hour if rented for more than 5 hours)	10.35	36.00
The price does not include 22% VAT.			
7. UKM Publications			
7.1.	Publications from the collections Personalities and Events as wells as catalogues		5.00
7.2.	Books of proceedings		13.00
7.3.	CDs		3.00
7.4.	Posters		5.00
7.5.	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.	Bibliographies (creation and evaluation) – 1 hour	free of charge	24.00
8.2.	Catalogue entry – 1 hour	free of charge	20.00
9. Bookbinding Services			
9.1.	Bookbinding		
	soft covers		10.00

	hard covers - glued book block	15.00
	hard covers - sewn book block	18.00
9.2.	Magazine binding - sewn book sheets and hard covers	20.00
9.3.	Manufacturing of a tailor-made protective book box	25.00
9.4.	Bookbinding hour	12.00
9.5.	Complex bookbinding	per bookbinding hour
The price includes 22% VAT.		
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	1.00
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 2022/23 academic year was adopted by the UKM Expert Council at its inaugural meeting of 13 January 2022 and by the UM Management Board at its 11th regular meeting of 27 January 2022.

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