

Every resident of the mountain and university town of Clausthal-Zellerfeld, as well as all students, have access to the municipal library.

Guests receive a warm welcome.

For registration, please bring you identity card (personal ID) with you.

Every user, or their legal representative, is required to sign and adhere to the library's rules and regulations during registration. Adolescents under the age of 16 must have their registration signed by a legal guardian.

After registration, each person receives a reading card, which must be presented when using the Library.

Any change of address must be communicated to the library no later than before the next book borrowing. Administrative fees will be charged for reissuing the library card in case of loss and damage.

The loss of the library card must be reported to the library immediately.

The library card is not transferable.

Bags must be stored in the cloakroom before entering the library premises.

All media are freely accessible and can be chosen by the users themselves.

The library staff provide information and offer advice upon request for the selection of media.

The book collection in the adult section, as well as the games, are only available to users who are 16 years old or above.

The loan period is 4 weeks.
DVDs can only be borrowed for 1 week.

The attached fee schedule provides information about the amount of usage fees, overdue fines, and the cost of internet usage.

The loan period for media (excluding DVDs) can be extended twice if there are no prior reservations.

Already borrowed books can be ordered in advance.

Every user is obligated to treat the borrowed media and all library facilities with care, in the interest of all patrons.

If, despite all care, a medium is damaged, please do not repair it by yourself. Inform us!

For lost, heavily soiled, or damaged media, the user (or legal representative) is required to provide full replacement.

On the ground floor you can find:

- Novels / Short stories / Regional Studies (Local History)
- Children's and youth books
- Magazines
- Board games, Console games
- Tonies, Tonie Boxes
- Sami the reading bear
- Bookii pens- and books
- DVDs / Audio books
- 2 Internet workstations
(Please note the separate terms of use)

On the 1st floor you will find:

- Non-fiction books
- Reference works

The books are arranged according to the following system:

Novels and short stories are sorted in alphabetical order by the author's name.

Children's and youth books are sorted by age groups and categories of interest.

Non-fiction books are divided into the following main groups:

A	General
C	Geography-Travel guides- Ethnology
D	Local history (ground floor)
E	History
F	Law
G	Social sciences - Politics
H	Economics-Job search
K	Religion
L	Philosophy
M	Psychology
N	Pedagogy
O	Language
P	Literature
R	Art
S	Music-Theatre-Film-Dance
T	Mathematics
U	Natural sciences
V	Medicine
W	Technology-EDV-Craftmanship Agriculture and Forestry - Home Economics-Cook Books
X	
Y	Sports-Leisure activities-crafting (ground floor)

Fee schedule

1. **Annual usage fee** 15,00 €

Children and adolescents under the age of 18 are exempt from the payment of the annual usage fee.

2. **Reduced annual usage fee** 10,00 €

An annual usage fee discount is granted to:

- Students
- Apprentices
- Those doing military or civilian service
- Unemployed and welfare recipients

The exemption or reduction status must be proven by a corresponding certificate or identification.

3. **Monthly usage fee** 5,00 €

4. **Reduced monthly Usage Fee** 3,00 €

(For the group of people mentioned under 2.)

5. **Issuance of a replacement ID card**

- Children and adolescents 2,00 €
- Patrons aged 18 and above 3,00 €

6. **Default fees for exceeding the loan period per medium and per overdue day, in addition to any postage costs incurred in case of a reminder.**

0,05 €

7. **Internet use per started 15 minutes** 0,25 €
(for users aged 18 and above)

8. **printing cost per page** 0,10 €

Address and Opening Hours

Stadtbibliothek
„Alter Bahnhof“
Am Alten Bahnhof 5

38678 Clausthal-Zellerfeld

Phone: 0 53 23/931 430

Homepage: www.clausthal-zellerfeld.de

e-mail: Stadtbibliothek@clausthal-Zellerfeld.de

Online: bibkataloge.de/clausthal/webopac

Opening Hours:

Mo.: 11 am – 1 pm
Tu.: 11 am – 1 pm
2 pm – 6 pm
We.: 11 am – 1 pm
Th.: 11 am – 1 pm
2 pm – 6 pm
Fr.: 11 am – 1 pm

Every 1. and 3. Saturday of the month
from: 10 am – 12 pm

Berg- und Universitätsstadt
CLAUSTHAL-ZELLERFELD



Library Regulations

**Public
Library**

