



Library

January 2019

Prices

This list shows all prices for services rendered by the University Library. Further information about services with variable costs can be obtained from the information desks.

Library cards

- Week pass / reading pass € 15.00
- Year pass / borrower card € 40.00
- Replacement card € 5.00
- AdamNet card € 45.00
- Replacement AdamNet card € 4.50

Copying and printing

- A4 photocopies per print € 0.05
- A4 and A3 microfilm print from reader-printer per print € 0.10
- Prepaid chip card (nominal value € 10.00) € 12.50

Fines and damages

- Fine 2nd reminder € 1.00
- Fine 3rd reminder € 4.00
- Fine 4th reminder € 10.00
- Administration costs for lost or damaged books, per volume € 75.00

ILL account

- Minimum deposit on opening an ILL account € 6.50
- First deposit free for UvA-students € 12.00

**Request for photocopies and books through ILL from other libraries in the Netherlands and abroad**

• Loans of a monograph in the Netherlands	€ 12,00
• Loans of a monograph in Belgium	€ 16,00
• Loans of a monograph in the EU	€ 24,00
• Loans of a monograph in the rest in the world	€ 40,00
• Copies of articles (1-10 pag.)	€ 12,00
• 1 – 10 extra pages	€ 1,20

Request by foreign libraries

Belgium	2 vouchers	= € 16,00
EU	3 vouchers	= € 24,00
Outside EU	5 vouchers	= € 40,00
Copies 1-10 pages	1,5 vouchers	= € 12,00
1-10 pages extra	0,5 vouchers	= € 4,00

For information on urgent ILL requests and requests from foreign libraries, please apply to the ILL desk of the University Library (tel. 020 5252322, email: ibl-uba@uva.nl)

Photocopies and photographic reproductions requested via the desk*Photocopies*

Works not older than 100 years which can be borrowed via the circulation desk can be photocopied by yourself within the library. The same holds for microfiche material (A4 and A3), which can be copied at the available reader-printers (for prices, see above). Printed material which cannot be borrowed but must be consulted in the library, and material from the reading rooms and the Special Collections reading room, may only be photocopied or scanned after permission from the relevant curator and/or library staff.

Scans

Printed works from before 1850, and bibliophile material (which have a call number starting with UBM: K) may not be photocopied. Reproductions from works from before 1850, or from manuscripts, maps, prints, broadsheets and/or irregular formats (larger than A3) can be made to order.

Prints from scans

Photos are supplied only digitally (scans). From these scans black and white or colour prints can be ordered in various formats. Reproductions of maps may not be used for publication.



Making photographs yourself

It is possible –for personal use only– to make (digital) photographs of works which may not be borrowed. At the desk of the Special Collections reading room you can fill in a form. The use of flashlight and tripod is strictly forbidden. There is no cost involved.

Stipulations

The user is responsible for complying with the legal stipulations regarding publishing and copying.

Orders for photocopies, scans and prints from scans must be paid in advance at the desk, in cash, via PIN card or chip card. The material can be sent with an invoice, but in that case there will be extra postage and administration costs.

Scans are made in two formats:

1. TIF format: in all cases in which the scan is used for (commercial) publication. Delivered on DVD/CD/USB stick or by uploading via VPN server.
2. JPG (72 DPI) format: for study purposes only, not used in publications. Delivery on DVD/CD/USB stick.

Maps which are printed in the Map room, may not be used for publication.

Delivery time is 4 weeks at most.

Photocopies requested from the Circulation Desk and the Special Collections reading room

- Photocopy A4: material less than 100 years old € 0.45
- Photocopy A3: material less than 100 years old € 0.65

Scan orders from Special Collections

- Digital scan in TIF format: for use in Master's or doctoral thesis or a graduation project: € 15.00 per scan (first 10 scans [per volume!]), each next scan € 1.00.
- Digital scan in TIF format: for use in other publications: € 15.00 per scan.
- Digital scan in JPG (72 DPI) format for study purposes **only**, not for publication in any form: € 4.50 per scan.
- Scans of maps for study purposes: A4: € 1.00 per scan, large format: € 5.00.
- Scans of maps for other purposes: A4: € 5.00 per scan, large format: € 15.00
- Digital scans for commercial purposes: price to be negotiated.

Prices for DVD, USB stick or uploading

- DVD € 5.00
- WeTransfer No costs

**Prices from prints from scans at Special Collections**

- Prints made by photographer:
 - A4 colour / black and white € 12.00.
 - A3 colour / black and white € 20.00.
 - A2 colour / black and white € 25.00.
- Prints of maps:

	Study purposes	other	photographic paper
A4	€ 2.50	€ 6.00	€ 12.00
A3	€ 5.00	€ 10.00	€ 20.00
A2	€ 7.50	€ 12.50	€ 25.00
A1	€ 10.00	€ 17.50	€ 35.00
A0	€ 12.50	€ 25.00	€ 50.00

Mail and administration costs

Payment in cash (or by PIN) on collecting prints from the desk: no administration costs.

The Netherlands:

payment in cash (or by PIN) plus mailing:	€ 5.00
payment by invoice and collecting from the desk or via WeTransfer	€ 5.00
payment by invoice plus mailing:	€ 10.00

Abroad:

administration and mailing:	€ 25.00
administration (We Transfer)	€ 10.00

Copyright fees*Stipulations*

1. Copyright fees are charged for multiple use of visual material copied from older, or rare and valuable books, manuscripts, prints, broadsheets, maps and other historic material for which no copyright subsists. This also concerns digital copies of visual material. Extra copyright fees are charged for every single published item and have to be paid in advance.
2. Origins of the reproduction should be stated as follows: Amsterdam University Library (UvA) and the name of the collection/ department concerned. This text should accompany the picture on the same page.



3. If the reproduction is printed in a publication on paper, the customer must donate two (2) copies of the publication to Amsterdam University Library as proof. Exception to this rule are facsimiles, in which case three (3) copies must be donated.
4. When the original use of visual material is altered (i.e. when UBA material originally used for personal documentation, or something similarw, is now published) the customer is still obliged to pay copyright fees. The customer should then contact the administrators of the collection from which the material is taken.
5. Should these obligations not be met, the customer/user is ordered to pay copyright fees, as well as extra collecting charges of € 113.00.
6. By exception, lower costs, or no costs, may be charged, on the submission of a well-reasoned appeal (in writing) to the relevant administrator/curator. The decision about the (waiving of) costs is at the discretion of this administrator/curator and must be approved by the chief curator. If approved, the preface, introduction, colophon or any other appropriate place of the publication must state: "with special thanks to Amsterdam University Library (UvA), for not charging the customary copyright fees". In return, the customer/ user must donate three (3) copies of the publication to Amsterdam University Library.

Copyright fees per item / picture

TYPE AND NUMBER OF COPIES	BLACK AND WHITE	COLOUR
<i>Thesis/dissertation</i>		
• not for sale	free	free
<i>Newspaper, magazine</i>		
• 0-100,000 copies	€ 75.00	€ 175.00
• over 100,000 copies	€ 100.00	€ 175.00
<i>Periodicals</i>		
• 0-2,500 copies	€ 25.00	€ 125.00
• (front cover 0-2,500 copies)	€ 49.50	€ 148.50
• 2,500-25,000 copies	€ 75.00	€ 175.00
• over 25,000 copies	€ 100.00	€ 200.00
• (front cover over 2,500 copies)	€ 125.00	€ 225.00
<i>Books</i>		
• 0-1,000 copies	€ 25.00	€ 125.00
• (front cover 0-1,000 copies)	€ 49.50	€ 148.50
• 1,000-5,000 copies	€ 75.00	€ 175.00
• over 5,000 copies	€ 100.00	€ 200.00
• (front cover over 1,000 copies)	€ 125.00	€ 225.00
<i>Brochures</i>		
• 0-3,000 copies	€ 25.00	€ 125.00
• over 3,000 copies	€ 75.00	€ 175.00



TYPE AND NUMBER OF COPIES	BLACK AND WHITE	COLOUR
<i>Picture postcards</i>		
• for commercial purposes:	€ 75.00	€ 175.00
• for internal distribution:	€ 25.00	€ 125.00
<i>Posters / broadsheets</i>		
• for commercial purposes:	€ 500.00	€ 750.00
• for advertisements:	€ 375.00	€ 500.00
• for museums, exhibitions etc.	€ 125.00	€ 225.00
<i>Facsimiles</i>		
up to 150 pages:		
• 0-100 copies	€ 500.00	€ 750.00
• over 100 copies	€ 625.00	€ 875.00
over 150 pages:		
• 0-250 copies	€ 750.00	€ 1000.00
• over 250 copies	€ 907.00	€ 1250.00
<i>Digital copies</i>		
• private use	free	free
• commercial use (web/Internet) per image	€ 100.00	€ 200.00
<i>Enlargements for exhibitions etc.</i>		
• educational/decorative use	€ 75.00	€ 125.00
<i>TV, film, video recordings</i>		
• for limited, private distribution: for 4 hours		€ 250.00
• for tv, film and documentary distribution: for 4 hours		€ 1000.00
<i>Loanfee for exhibition loans</i>		
• 1% of the loan's insured value:		variable
• minimal loanfee:		€ 45.00
Consultancy		
• Consultancy on preservation and restoration		variable