



# Price List of the National and University Library in Zagreb with a List of Services and Fees

The NSK Price List includes a list of chargeable services and fees derived from the Library's regulations on the terms and conditions of using its holdings and services (*Pravilnik o uvjetima i načinu korištenja građe i usluga NSK*), with the respective prices indicated. The implementation of services and fees in the NSK Price List complies with the Croatian copyright and related rights act (*Zakon o autorskom pravu i srodnim pravima*) and the cultural assets protection and preservation act (*Zakon o zaštiti i očuvanju kulturnih dobara*). The Library reserves the right to introduce promotional prices for memberships, services, and fees to promote its activities.



NACIONALNA  
I SVEUČILIŠNA  
KNJIŽNICA  
U ZAGREBU

## 1. MEMBERSHIP FEE

### 1.1 Annual registration (including borrowing privileges)

- 1.1.1 Full-time and part-time undergraduate and graduate students, and postgraduate students of universities in the Republic of Croatia – € 13,50
- 1.1.2 Researchers and academic staff of Croatian universities, members of cultural and educational institutions – €20.00
- 1.1.3 Retired citizens – €6.50
- 1.1.4 Other Croatian citizens – €26,50
- 1.1.5. Persons with disabilities and those accompanying them are entitled to free membership and free membership renewal, upon providing a valid proof of their disability status, i.e. a disability or a carer ID or certificate (a certificate from the Croatian Disabled Persons Register (*Registar osoba s invaliditetom*) – no charge

### 1.2 Annual registration – Reader Pass (not including borrowing privileges)

- 1.2.1 Croatian citizens – €20.00
- 1.2.2 Foreign university students, foreign citizens – €20.00
- 1.2.3 Persons aged between 16 and 18 – €4

### 1.3 Discount for legal entities (group membership) – annual registration

- 1.3.1 For groups of 2 to 9 people – the price is based on the membership category from 1.1 or 1.2.
- 1.3.2 For groups of 10 to 99 people – a 20% discount on the annual membership fee. The discount applies only to groups of members from the same category.
- 1.3.3 For groups of 100 or more people, the discount is negotiated based on the number and category of members.

### 1.4 Short-term membership – Reader Pass (not including borrowing privileges)

- 1.4.1 Monthly pass – €7
- 1.4.2 Weekly pass – €6
- 1.4.3 Daily pass – €4

### 1.5 Charges and fees for additional library membership cards

- 1.5.1 Charge for the loss of or damage to the membership card – €4
- 1.5.2. Proxy Borrower Library Card Fee – €4

## 2. LATE RETURN CHARGES

- 2.1. Charge for late returns (per book, per day) – €0.10

## 3. REFERENCE SERVICES

### 3.1 Advanced subject search

- 3.1.1 Registered members – no charge
- 3.1.2 Other users (per hour) – €15.00

### 3.2 Bibliographic services and subject search for business and commercial purposes

- 3.2.1 Simple subject search for registered members – no charge
- 3.2.2 Advanced subject search and compilation of a specialized bibliography for registered members (per hour) – €15.00
- 3.2.3 Advanced subject search and compilation of a specialized bibliography for other users (per hour) – €20.00

### 3.3 Bibliometric services

- 3.3.1 Bibliometric report for a scientist regarding the representation and citation of their works, as well as a report on the status of journals with indexed articles in relevant databases (members with an annual membership fee). — **no charge**
- 3.3.2 Bibliometric report for a scientist regarding the representation and citation of their works, as well as a report on the status of journals with indexed articles in relevant databases — **€15.00**
- 3.3.3 Bibliometric report for editorial boards of national scientific and professional journals (per journal) — **€5.00**
- 3.3.4 Bibliometric report for the teaching and research staff of the University of Zagreb other than that of the University's faculties — **no charge**
- 3.3.5 Bibliometric report for researchers for the purposes of accreditation, reaccreditation, and other related purposes (per researcher) — **€15.00**

### 3.4 Business databases search\*

- 3.4.1 DIALOG database search (lump sum fee) — **€10.00**

\* the price may be higher in case the search costs exceed the indicated lump sum

## 4. INTERLIBRARY LOAN

### 4.1 The Library's items (per book/volume)

- 4.1.1 Libraries in Croatia — **€4**
- 4.1.2 Libraries outside Croatia — **1 IFLA voucher**

### 4.2 Copies of the Library's items

- 4.2.1 Libraries in Croatia — up to 20 pages — **no charge**
- 4.2.2 Libraries in Croatia — over 20 pages — per page — **€0.10**
- 4.2.3 Libraries outside Croatia — up to 20 pages — **1 IFLA voucher**; per each next 20 pages — **½ IFLA voucher**
- 4.2.4 Libraries outside Croatia (no IFLA voucher) — up to 20 pages — **€13.50**; each additional page — **€0.20**
- 4.2.5 RapidILL — **no charge**

### 4.3 Items from other Croatian libraries

- 4.3.1 Loans (per book/volume) — **€4**
- 4.3.2 Copies — as indicated in the invoice of the library holding the copied item

### 4.4 Items (books) from libraries outside Croatia\*

- 4.4.1 United Kingdom — **€40**
- 4.4.2 Subito — **€28**
- 4.4.3 Other libraries in Europe — **€28**
- 4.4.4 Libraries outside Europe — **€40**

\* the prices may be higher due to the costs arising from the interlibrary loan prices of individual libraries, copyright royalties or postage

### 4.5 Copies of items (articles) from libraries outside Croatia\*

- 4.5.1 United Kingdom — **€20.00**
- 4.5.2 Subito Digital Rights Management — **€16.00**
- 4.5.3 Subito .PDF — **€8.00**
- 4.5.4 RapidILL — **no charge**
- 4.5.5 Other libraries in Europe — **€13.00**
- 4.5.6 Libraries outside Europe — **€20.00**

\* the prices may be higher due to the costs arising from the interlibrary loan prices of individual libraries, copyright royalties or postage

## 5. EDUCATIONAL SERVICES

- 5.1 45-minute booked guided tours of the Library for groups of up to 15 visitors (in Croatian or English) – **no charge**
- 5.2 Presentational workshops and/or 90-minute booked guided tours of the Library for groups of up to 15 visitors (at least 7 persons) – **price given upon request**
- 5.3 Information and digital literacy programmes (per person, per programme); members with an annual membership fee – **no charge**
- 5.4 Information and digital literacy programmes (per person, per programme) – **prices given upon request**
- 5.5 Conservation and restoration workshops – **prices given upon request**
- 5.6 Croatian Training Centre for Continuing Education of Librarians workshops – **according to prices stated in the Centre's priced services list**

## 6. PRICED SERVICES FOR PUBLISHERS

- 6.1 CIP records, ISBNs, ISSNs, ISMNs and DOIs for Croatian publisher – **no charge**
- 6.2 UDC indexing for articles – **€3** per bibliographic item
- 6.3 Preparation of resources for the publication of reprints or reproductions (includes conservation-restoration treatment and other related treatments) – **price based on the evaluation of the condition of the original item(s)**

## 7. FEES FOR REPRODUCING AND PUBLICLY DISPLAYING THE LIBRARY'S RESOURCES\*

Prices for digitisation of the Library's holdings and/or copies of the Library's digitised resources not included.

Reproductions used for scientific and educational purposes and in programmes and content in the field of culture qualify for a 50% discount on the indicated prices.

### 7.1 Reproductions appearing in printed, audio and electronic publications

- 7.1.1 Exhibition materials – **€30.00**
- 7.1.2 Electronic publication – **€30.00**
- 7.1.3 Audio publication – **€30.00**
- 7.1.4 Publications with print run up to 500 copies – **€40.00**
- 7.1.5 Publications with print run over 500 copies – **€60.00**

### 7.2 Commercially oriented reproductions appearing on posters, in calendars, leaflets, bookmarks, etc.

- 7.2.1 Black and white reproductions – **€80.00**
- 7.2.2 Colour reproductions – **€150.00**

### 7.3 Reproductions appearing in video content (TV programmes, films, etc.)

- 7.3.1 Video reproductions – **€40.00**

\* The prices do not include VAT.

## 8. REPROGRAPHIC SERVICES

### 8.1 Self-service photocopying, printing and scanning\*

- 8.1.1 Photocopying and printing (A4, black and white) – **€0.05**
- 8.1.2 Photocopying and printing (A3, black and white) – **€0.08**
- 8.1.3 Photocopying and printing (A4, colour) – **€0.20**
- 8.1.4 Photocopying and printing (A3, colour) – **€0.40**
- 8.1.5 Scanning – **€0.03**

\* owing to the Library's resource preservation standards, self-service photocopying is not available for resources in the Library's Special Collections (Manuscripts and Old Books Collection, Print Collection, Map Collection, Music Collection), damaged resources, and resources dated prior to 1945

## 8.2 Self-service large format scanning\*

8.2.1 Bookeye® scanner (scans include the Library's watermark) – up to 20 scans – **€2.00**; each additional scan – **€0.10** per scan\* owing to the Library's resource preservation standards, self-service scanning is not available for resources in the Library's Special Collections (Manuscripts and Old Books Collection, Print Collection, Map Collection, Music Collection), damaged resources, and resources dated prior to 1945

## 8.3 Micrographic services – recording and microfilming (per frame)

8.3.1 Microfilm copies of books, newspapers and journals – screening on 35mm microfilm – **€0.50**

8.3.2 Microfilm copies of old books, manuscripts and manuscript music – **€1.00**

8.3.3 Reproductions of particularly valuable items in the Library's collections – **€6.00**

## 8.4 Film copies; negative/positive, negative/negative (35mm)

8.4.1 Per meter – **€8.00**

## 8.5 3D printing

8.5.1 3D prints (per gram of filament) – **€0.10**

8.5.2 Use of 3D modelling software – **no charge**

## 9. DIGITISATION SERVICES\*

Preparation of resources included in the prices.

Delivery of copies in the .tiff format increases the above-stated prices by 50%.

### 9.1 Scanning – resolution between 300 to 400 dpi (.jpg)

9.1.1 Resources available on open access shelves and in closed stacks dated after 1945 (per image)

Format	Grey scale	Colour
Formats smaller than or equal to A4 (210x297mm)	<b>€1.00</b>	<b>€1.30</b>
Formats between A4 (210x297 mm) and A3 (297x420 mm)	<b>€1.60</b>	<b>€2.00</b>
Formats between A3 (297x420 mm) and A2 (420x594 mm)	<b>€6.00</b>	<b>€8.50</b>
Formats between A2 (420x594 mm) and A1 (594x841 mm)	<b>€8.60</b>	<b>€16.00</b>
Formats between A1 (594x841 mm) and A0 (841x1189 mm)	<b>€14.00</b>	<b>€27.50</b>

9.1.2 Resources in the Library's Special Collections, resources dated prior to 1945 and damaged resources (per image)

Format	Grey scale	Colour
Formats smaller than or equal to A4 (210x297 mm)	<b>€1.50</b>	<b>€3.50</b>
Formats between A4 (210x297 mm) and A3 (297x420 mm)	<b>€2.50</b>	<b>€4.70</b>
Formats between A3 (297x420 mm) and A2 (420x594 mm)	<b>€8.60</b>	<b>€13.50</b>
Formats between A2 (420x594 mm) and A1 (594x841 mm)	<b>€13.25</b>	<b>€24.00</b>
Formats between A1 (594x841 mm) and A0 (841x1189 mm)	<b>€21.20</b>	<b>€45.00</b>

9.1.3 Microfilm scanning (b/w scan) – **€0.50**

\* the above-stated prices also apply to the scanning of resources from other institutions, and they do not include VAT.

### 9.2 Scanning of resources in resolution over 400 dpi (.jpg)

Possible only upon submitting a request and acquiring the official approval from the Library's management

The cost of scanning all types of materials above 400 dpi is increased by 30% compared to the stated prices.

### 9.3 Digital imaging in formats smaller than or equal to A3, in resolution up to 300 dpi

9.3.1 1 image – €6.00

\* the above-stated prices also apply to the scanning of resources from other institutions, and they do not include VAT.

## 10. COPIES OF DIGITISED RESOURCES FILES \*

Delivery of copies in the .tiff format increases the above-stated prices by 50%.

10.1 Resources available on open access shelves and in closed stacks dated after 1945

Digital copy in resolution up to 200 dpi – Up to 5 copies – €3.00; each additional copy – €0.60 per scan

Digital copy in resolution up to 300 dpi – €1.50

10.1.2 Resources in the Library's Special Collections, resources dated prior to 1945 and damaged resources (per copy)

Digital copy in resolution up to 200 dpi – €2.00

Digital copy in resolution up to 300 dpi – €3.50

## 11. PRINTING AND DELIVERY OF THE COPIES OF DIGITISED RESOURCES\*

11.1 Black and white print, in formats smaller or equal to A4, 80g – €0.20 per page

11.2 Colour print, in formats smaller or equal to A3, 80g – €0.30 per page

11.3 CD (up to 700 MB of data) – €2.00

11.4 DVD (up to 4.7 GB of data) – €3.00

11.5 FTP file transfer or delivery by email (up to 2 GB of data) – no charge

\* in case of delivery by post postage costs are additionally charged

## 12. USE OF SPACE FOR INDEPENDENT AND COLLABORATIVE STUDYING \*

### 12.1 STUDY ROOM RENTAL SERVICES

12.1.1 Daily – €2.00

12.1.2 Monthly – €40.00

### 12.2 CABINS FOR INDEPENDENT AND COLLABORATIVE STUDYING

12.2.1 One person – no charge

12.2.2 Four persons – no charge

\* The price does not include VAT.

## 13. CHARGES FOR THE LOSS/DAMAGE OF LIBRARY HOLDINGS OR EQUIPMENT

13.1 Lost or damaged book (a substitute copy has to be supplied or the market value of the lost/damaged book remunerated) – €20.00

13.2 Loss of cloakroom number – €12.00

13.3 Loss of study room number – €12.00

13.4 Loss or damage of cloakroom locker key – €12.00

13.5 Damage of IT and other equipment – charges subject to the assessment of damage

## 14. FILMING/PHOTOGRAPHING FOR FILMS, TV PROGRAMMES ETC.\*

Possible only upon submitting a request and acquiring the official approval from the Library's management.

Filming/photographing for various scientific and educational purposes and for programmes and content in the field of culture qualify for a 50% discount on the indicated prices.

14.1 Filming/Photographing of the Library's holdings – first hour – €160.00 – each additional hour – €80.00

14.2 Filming/Photographing of the Library's premises and the adjoining outdoor areas – first hour – €400.00 – each additional hour – €200.00

\* The prices do not include VAT.

## **15. DAILY RENT OF THE LIBRARY'S TECHNICAL EQUIPMENT\***

15.1 PA system (amplifier, mixing desk, microphones and loudspeakers) – €300.00

15.2 Laptop computer – €30.00

15.3 Plasma display 86" or projector with a projection screen. – €140.00

15.4 Desk (200x80cm or 120x120cm) – €3.00

15.5 Chair – €1.50

15.6 Lectern – €15.00

15.7 Showcase (different sizes available) – €15.00

15.8 Display board or pole – €3.00

15.9 Clavinova digital piano – €200.00

\* The prices do not include VAT.

## **16. VENUE HIRE\***

(conference rooms for various types of events)

16.1 The hire cost is calculated based on the event type and the related preparation requirements

\* The service is subject to VAT.

## **17. CONSERVATION AND RESTORATION SERVICES**

17.1 Conservation and restoration costs are calculated based on a special estimate (includes the outlining of the list of expenses based on the joint evaluations of the conservation and restoration specialists of the Library's Preservation and Storage Department, the estimate of the Financial Operations and Accounting Section and the Library's management)

## **18. PRINTED REPRODUCTIONS OF ITEMS IN THE LIBRARY'S COLLECTIONS\***

18.1 The price is calculated based on a special estimate of the expected costs of the required desktop publishing, printing and binding services for copies in formats up to A3.

A printed reproduction may only be published based on the approval of the Library's management, and all copies of the reproduction include the following note: "This reproduction was published by the National and University Library in Zagreb and may not be used for commercial purposes".

\* The service is subject to VAT.