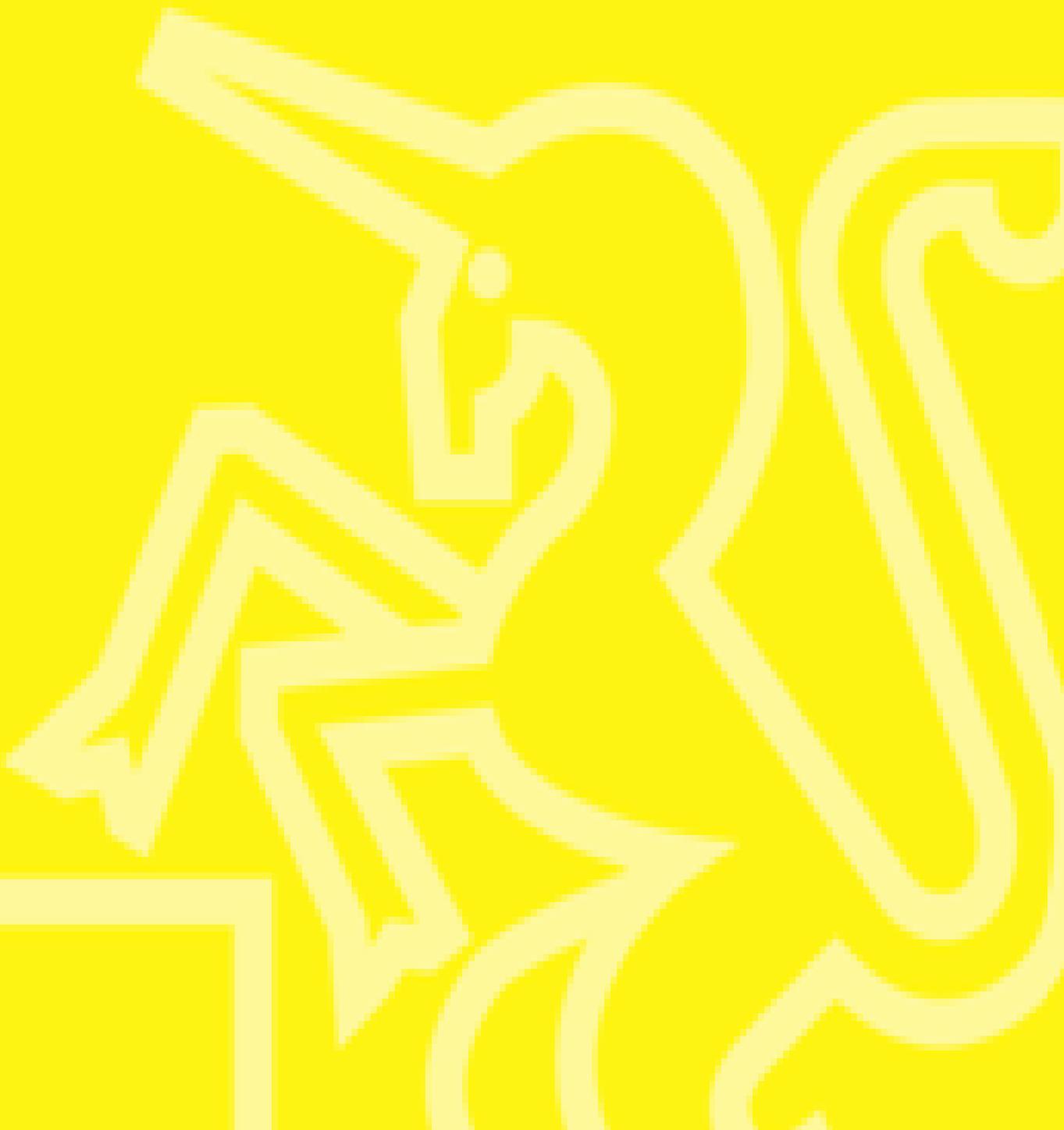


Terms and Conditions
Stadtbibliothek Dübendorf
1. Januar 2015



The Stadtbibliothek Dübendorf is open to the public.

Borrowing may be restricted for persons without a permanent residence in the canton Zurich. They may be required to provide a deposit.

1. Membership

1.1. Registration

¹Please provide a personal ID with a photo when applying for a library card. The library card is personal and not transferable. The card must be presented whenever you wish to borrow media.

²By applying for a library card, you agree to accept the Terms and Conditions of the Stadtbibliothek Dübendorf.

³Persons under 18 years old require the permission and signature of a guardian to apply for a library card.

⁴Addresses of inactive customers are deleted after 4 years.

1.2. Changes

Changes of names and addresses as well as the loss of your library card must be reported to the library.

1.3. Costs and fees

All costs and fees are listed separately in the Gebührenreglement of the city of Dübendorf.

2. Borrowing

2.1. Costs

Customers who are of age must pay an annual fee for library membership.

2.2. Amount of media

Each library card can be used to borrow a maximum of 30 media.

2.3. Borrowing periods

¹DVDs, Blu-rays and magazines can be kept for 1 week. All other media can be kept for 4 weeks.

²All media can be renewed twice unless there is a reservation. New media cannot be renewed.

³Media can be renewed at the circulation desk, by telephone or online.

⁴When absent, customers are responsible for the punctual return of their media.

2.4. Reservations

Borrowed media can be reserved. The number of reservations is limited.

2.5. Return box

¹The library provides a return box for returning media outside of the opening hours. The usage of the box is the customer's responsibility.

²Media deposited into the return box are checked in on the next opening day of the library.

³For operational reasons, the return box is only accessible during the opening hours of the building.

2.6. Reminders

¹Overdue fees are issued if the borrowing period is exceeded.

²After a final reminder has been issued, the customer is excluded from using the library until the fee has been paid.

³If the final reminder fee is not paid, the library will issue the costs of replacing the media, including a handling fee.

2.7. E-Media

Registered customers can borrow media from the „Digitale Bibliothek Ostschweiz“ (www.dibiost.ch). The terms of use of the association apply.

3. Internet and computer work stations

¹Internet, Wi-Fi and computer work stations are provided free of charge for all persons. A fee is charged for print-outs.

²Users of the work stations and Internet are obligated to adhere to Swiss law. Visiting websites with pornographic, extremist, violence-glorifying or racist content will result in the immediate expulsion from the library as well as exclusion from using the library.

³Manipulation of and changes to the work stations (hard-/software) are prohibited.

4. Liability

4.1. Treatment of library property

¹Customers are obligated to treat the borrowed media with care and return them in their „as borrowed“ state.

²At the media check-out, customers must make sure the media are in an orderly state and multi-part media are complete. Defects and missing parts should be reported to the library staff.

³Borrowed media may not be passed on to third parties.

4.2. Damage and loss

¹Costs including handling fees will be charged for defects and loss of borrowed media or the library card.

²Defective media may not be repaired by customers.

4.3. Limitation of liability

¹The library assumes no liability within fair accordance of the law. In particular, no liability is assumed for damages caused by borrowed audio, picture and other media or digital data.

²The library assumes no responsibility for damage to or loss of media deposited within or outside of the return box.

4.4. Supervision of children

The library assumes no obligation for oversight of children during normal operation or during events.

5. Restriction and revocation of library usage

5.1. Exclusion

Infringement of the terms of use, disturbance of the library operation or deliberate damage to the library may result in restricted library privileges. Serious or repeated violations may lead to a temporary or permanent exclusion of library usage.

5.2. Recourse

If you disagree with decisions made by the library direction, you may file an appeal to the Stadtpräsident. The final decision is made by him.

6. Implementation

¹Changes made to the terms of use are announced by public notice.

²These terms of use are valid as of 1. January 2015 and replace all previous versions.

Dübendorf, 30. Oktober 2014

Stadtrat Dübendorf

Lothar Ziörjen
Stadtpräsident

Martin Kunz
Stadtschreiber