



SCHEDULE "13"

**EKURHULENI METROPOLITAN MUNICIPALITY
TARIFFS FOR LIBRARIES AND INFORMATION SERVICES**

In terms of the relevant legislation the Ekurhuleni Metropolitan Municipality at a meeting held on **28 April 2016**, resolved to amend the Tariffs for Libraries and Information Services with effect from **1 July 2016**, as follows:

ALL TARIFFS LISTED BELOW OR TO BE CALCULATED IN TERMS OF THIS SCHEDULE ARE VAT INCLUSIVE.

1.	MEMBERSHIP CATEGORY	DESCRIPTION	REQUIREMENTS FOR MEMBERSHIP APPLICATION	RESIDENT APPLICABLE FEE 2015/2016	RESIDENT APPLICABLE FEE 2016/2017	TARIFF 2015/2016 NON RESIDENT APPLICABLE FEE	TARIFF 2016/2017 NON RESIDENT APPLICABLE FEE
<p>RESIDENT: Person residing within the boundaries of Ekurhuleni Metropolitan Municipality (EMM) Person owning property within the area and who is paying rates and taxes Company or group that is situated and conducts business within the boundaries of the EMM EMM staff residing outside Ekurhuleni borders (excluding family members)</p>							
1.1	ADULT	Person 18 years and older and legally deemed to be a major	<p>1.1.1 Users: Formal settlements:</p> <ul style="list-style-type: none"> Identity document / Passport 	FREE	FREE	<p>Per annum: R 110.00</p> <p>Pensioner:</p>	<p>Per annum: R 110.00</p> <p>Pensioner:</p>

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			<ul style="list-style-type: none"> • Water and lights account or Current account / statement of a recognized company / institution indicating physical address • 2 x personal references <p>1.1.2 Users: Informal settlements</p> <ul style="list-style-type: none"> • Identity document/Passport • Proof of stand allocation on EMM housing waiting list or Letter of introduction and confirmation of EMM physical address on proforma from: <ul style="list-style-type: none"> - Ward Councillor - Friend or family member residing in Ekurhuleni providing proof of physical address, <p><u>or</u></p> <ul style="list-style-type: none"> - Current account/statement of recognized company/ institution indicating physical address. 			<p>R 60.00</p> <p>Family fee:</p> <p>R 330.00</p>	<p>R 60.00</p> <p>Family fee:</p> <p>R 330.00</p>
			<p><u>Or</u></p> <ul style="list-style-type: none"> - Current account/statement of recognized company/ 				

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			<p>institution indicating physical address</p> <p>1.1.3 Users living permanently in caravan parks, hotels or boarding houses</p> <ul style="list-style-type: none"> • ID Document/Passport • Letter of introduction and confirmation of permanent residence from owner of caravan park, hotel or boarding house <u>or</u> Current account / statement of recognized company / institution indicating physical address <p>2 x personal references</p>				
1.2	MINOR	Person from birth up to 18 years of age Includes: Any person not legally deemed responsible	<p>1.2.1 Users formal settlements</p> <ul style="list-style-type: none"> • Parent / Guardian signature • Identity document / passport of parent or guardian <u>or</u> birth certificate of minor • Water and lights account Current account / statement of a recognized company / institution indicating physical 	FREE	FREE	R 60.00 per annum	R 60.00 per annum

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			address • 2 x Personal references				
			1.2.2 Users informal settlements • Parent / Guardian signature • Identity document / passport of parent or guardian • birth certificate of minor • Letter of introduction and confirmation of EMM physical address on proforma from: - Ward Councillor - Friend/family member or - Class teacher (in exceptional cases) Current account / statement of recognized company / institution	FREE	FREE	R 60.00 per annum	R 60.00 per annum
1.3	VISITOR	Adult or minor person visiting a resident, studying at an institution or work temporarily within the Ekurhuleni Metro for a period not exceeding	• Identity document / Passport • Letter of introduction and confirmation from resident / institution / work and proof of physical address	Not applicable	Not applicable	R 60.00 fee	R 60.00 fee

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		three (3) months	<ul style="list-style-type: none"> Permanent address of visitor 				
1.4	EDUCATIONAL / REMEDIAL Individual	<p>Individual membership for specific educational or remedial purposes other than personal use</p> <p>Includes: professionals such as teachers, parents registered for home schooling, occupational therapists, psychologists</p>	<p>1.4.1 Individual</p> <ul style="list-style-type: none"> As in 1.1 Proof of educational / Remedial / reading activities 	FREE	FREE	R 110.00 per annum	R 110.00 per annum
	Group	<p>Includes: Reading circles, day mothers, playgroups, crèches</p>	<p>1.4.2 Group (as above)</p> <ul style="list-style-type: none"> Formal written application by chairman / owner who accepts responsibility 	FREE	FREE	NOT ALLOWED	NOT ALLOWED
1.5	INSTITUTION / ORGANISATION	<p>Non-profitable & registered cultural, social, developmental, educational, support institutions / organisations (formal structure)</p> <p>Includes: NGO's, schools, nursery schools</p>	<ul style="list-style-type: none"> Formal written application by legally accountable person (eg president / chairperson! director) Proof of registration where applicable Proof of physical address 	FREE	FREE	NOT ALLOWED	NOT ALLOWED

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1.6	STUDY FACILITY USERS	Library Users that are using the study facility in libraries.	<ul style="list-style-type: none"> • ID Book or Passport 		FREE		FREE

2. MEDIA RELATED TARIFFS

2	TARIFF CATEGORY	MEDIA TYPE / TYPE	TIME PERIOD OVERDUE	TARIFFS 2015/2016	TARIFFS 2016/2017
2.1	FINES: OVERDUE MEDIA Grace periods of one day before fines are generated			MAXIMUM: R 100.00 PER ITEM	MAXIMUM: R 100.00 PER ITEM
		Interlibrary loan	Day (PER DAY)	R 5.50	R 5.50
		Reference media	Day (PER DAY)	R 5.50	R 5.50
		Audio visual media	Day (PER DAY)	R 2.50	R 2.50
		All other media for general circulation	Week or part thereof	R 2.50	R 2.50
		Set of Toys / Toy (Educational or Recreational)	Week or part thereof	R 6.00	R 6.00
		Daisy Players	Week or part thereof	R 5.50	R 5.50
2.2	LOAN FEES: MEDIA Total number of borrowed media and loan periods as determined by the council	Compact disc	Four weeks Non Renewable	R 4.00	R 4.00
		CD-ROM	Four weeks Non Renewable	R 6.00	R 6.00
		Video Cassette	Four weeks Non Renewable	R 6.00	R 6.00
		Digital video disc	Four weeks Non Renewable	R 6.00	R 6.00
		Audio books and audio cassette kits	Four weeks Non Renewable	R 6.00 Free for the Blind and the Visually Impaired users and pensioners	R 6.00 Free for the Blind and the Visually Impaired users and pensioners

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	LOAN FEES: MEDIA	Set of Toys / Toy (Educational or Recreational)	Four weeks Non Renewable	FREE	FREE
		Daisy Players (Only for loan to visually challenged or blind patrons)	SIX MONTHS Not renewable	FREE: Visually and reading Impaired library user with certified disability	FREE: Blind, Visually Impaired and reading impaired library user with certified disability
2.3	INTRA / INTER LIBRARY LOANS	Intra library loans Within Metro	14 days	FREE	FREE
		Inter library loans Outside Metro	As stipulated by lending library	As stipulated by the National Library Tariffs structure per Book	As stipulated by the National Library Tariffs structure per Book
2.4	RESERVATION OF MEDIA	Local library media	14 days	FREE	FREE

3. LOST AND DAMAGED ITEMS

3.	TARRIFF CATEGORY	DESCRIPTION	TARIFF 2015/2016	TARIFF 2016/2017
3.1	PURCHASE PRICE FORMULA	Applies when media item is lost, or damage caused makes item irreparable or unusable	Use publication date to calculate replacement value. Include current year in calculation. Items up to 5 years: Purchase price + 20% Items 5 years and older:	Use publication date to calculate replacement value. Include current year in calculation. Items up to 5 years: Purchase price + 20% Items 5 years and older:

			Purchase price + 60%	Purchase price + 60%
3.2	REPLACEMENT PRICE FORMULA	Applies when minor damage has been caused to items other than: books and bar code labels.	Current price of item plus 10% rounded off to the next rand	Current price of item plus 10% rounded off to the next rand
3.3	DAMAGED BOOK	Minor damages: torn pages / liquid marks / scribbling, etc. At discretion of librarian	R 10.00 per type of damage caused with a maximum of R100.00	R 10.00 per type of damage caused with a maximum of R100.00
3.4	BAR CODE LABELS	Lost or damaged	R 6.00	R 6.00
3.5	MEMBERSHIP CARD	Lost or damaged	R 25.00	R 25.00
3.6	DAISY PLAYER	Lost or damaged	<p>Include current year in calculation.</p> <p><u>Items up to 5 years:</u> Purchase price + 20%</p> <p><u>Items 5 years and older:</u> Purchase price + 55%</p>	<p>Include current year in calculation.</p> <p><u>Items up to 5 years:</u> Purchase price + 20%</p> <p><u>Items 5 years and older:</u> Purchase price + 55%</p>
3.7	E – Book Reader	Lost or damaged	<p>Include current year in calculation.</p> <p><u>Items up to 5 years:</u> Purchase price + 20%</p> <p><u>Items 5 years and older:</u> Purchase price + 55%</p> <p>USB Wall Charger Cable R60</p>	<p>Include current year in calculation.</p> <p><u>Items up to 5 years:</u> Purchase price + 20%</p> <p><u>Items 5 years and older:</u> Purchase price + 55%</p> <p>USB Wall Charger Cable R60</p>

4. RE-STATEMENT OF SUSPENDED MEMBERS

	TARIFF CATEGORY	DESCRIPTION	TARIFF 2015/2016	TARIFF 2016/2017
	RE-STATEMENT FEE	Applies when a patron/member accumulates fine(s) greater than R70.00 per item for a period longer than 90 days.	R 60.00	R 60.00

5. AUXILIARY SERVICES

5.	TARIFF CATEGORY	DESCRIPTION	TARIFF 2015/2016	TARIFF 2016/2017
5.1	PHOTOCOPIES	Black & White: A4 per page	R 1.00	R 1.00
		Black & White: A3 per page	R 2.00	R 2.00
5.2	COMPUTER PRINTING	Black & White per page	R 1.50	R 1.50
		Colour per page	R 3.00	R 3.00
5.3	FAXES	National: Send	R 2.50 per page	R 2.50 per page
		Receive	R 2.50 per page	R 2.50 per page
		International: Send	R 6.00 per page	R 6.00 per page
		Receive	R 6.00 per page	R 6.00 per page
		Cellular phone: include 086 numbers: fax to e mail Send	R 4.00 per page	R 4.00 per page
5.4	LAMINATING	Credit card size	R 3.00	R 3.00
		A4	R 6.00	R 6.00
		A3	R13.00	R13.00
		A5	R4.00	R4.00

5.	TARIFF CATEGORY	DESCRIPTION	TARIFF 2015/2016	TARIFF 2016/2017
5.5	INFORMATION FAX SERVICES	Community related information to schools, churches, NGO's & Government Departments	FREE	FREE
5.6	ELECTRONIC SEARCHES	Internet searches (as per relevant approved policy)	FREE	FREE
5.7	SCANNING	Documents electronically scanned and send to the email address at a maximum of 5MB per attachment	R 5.00 per page	R 5.00 per page

6. FINE FREE WEEKS

Fine free week annually, during South African Library Week

7. PROGRAMMES, EXCURSIONS, ATTENDANCE, COMPETITIONS, HONORARIUM FEES

Determined at discretion of the Director: Library and Information Services

File:

Council Resolution:
Published

Local Authority Notice
Council Resolution:
Published

Local Authority Notice
Council Resolution:
Published

Local Authority Notice
Council Resolution

A-SR (03-2006) 26 October 2006
Gauteng Provincial Gazette No. 446 dd 20 December 2006
3439
A-F (23-2009) CM 28/05/2009
Gauteng Provincial Gazette Extra-Ordinary No. 144 dd 01 July 2009
1014
A-F (27-2010) CM 27/05/2010
Extra-Ordinary 123 dd 30 June 2010
891
A-F (27-2011) CM 20/04/2011

Published Local Authority Notice	Extra-Ordinary 107 dd 01 June 2011 688
Council Resolution: Published Local Authority Notice	A-F (20a-2012) CM 31/05/2012 Extra-Ordinary 159 dd 13 June 2012 766
Council Resolution: Published Local Authority Notice	A-F (30-2013) CM 30/05/2013 Extra-Ordinary 152 dd 10 June 2013 731
Council Resolution: Gauteng Provincial Gazette Local Authority Notice	A-F (17-2014) CM 29/05/2014 Extra-Ordinary 134 dd 06 June 2014 713
Council Resolution: Gauteng Provincial Gazette Local Authority Notice	A-F (13-2015) CM 28/05/2015 Extra-Ordinary 229 12 June 2015 1009
Council Resolution: Gauteng Provincial Gazette Local Authority Notice	A-F (32-2016) CM 28/04/2016 Ordinary Gazette 215 dd 15 June 2016 915