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 **31 May 2012** resolved to amend the Tariffs for Libraries and Information Services with effect from **1 July 2012**, 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 2011/2012	RESIDENT APPLICABLE FEE 2012/2013	TARIFF 2011/2012 NON RESIDENT APPLICABLE FEE	TARIFF 2012/2013 NON RESIDENT APPLICABLE FEE
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)							
1.1	ADULT	Person 18 years and older and legally deemed to be a major	**1.1.1 Users: Formal settlements:** • Identity document / Passport • Water and lights account or Current account / statement of a recognized company / institution indicating physical address • 2 x personal references **1.1.2 Users: Informal settlements** • 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: - Ward Councillor - Friend or family member residing in	**FREE**	**FREE**	**Per annum:** **R 110, 00** **Pensioner:** **R 60, 00** **Family fee:** **R 330, 00**	**Per annum:** **R 121, 00** **Pensioner:** **R 66, 00** **Family fee:** **R 363, 00**

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			Ekurhuleni providing proof of physical address, **<u>or</u>** - Current account/statement of recognized company/ institution indicating physical address.				
			<u>Or</u> - Current account/statement of recognized company/ institution indicating physical address **1.1.3 Users living permanently in caravan parks, hotels or boarding houses** • 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				

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			2 x personal references				
1.2	MINOR	Person from birth up to 18 years of age **Includes:** Any person not legally deemed responsible	**1.2.1 Users formal settlements** • Parent / Guardian signature • Identity document / passport of parent or guardian **or** birth certificate of minor • Water and lights account Current account / statement of a recognized company / institution indicating physical address • 2 x Personal references	**FREE**	**FREE**	**R60,00** per annum	**R66, 00** per annum
			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				

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			physical address on proforma from: - Ward Councillor - Friend/family member or - Class teacher (in exceptional cases) Current account / statement of recognized company / institution				
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 three (3) months	• Identity document / Passport • Letter of introduction and confirmation from resident / institution / work and proof of physical address • Permanent address of visitor	Not applicable	Not applicable	**R60,00** fee	**R66,00** fee
1.4	EDUCATIONAL / REMEDIAL Individual	Individual membership for specific educational or remedial purposes other than personal use **Includes:** professionals such as teachers, parents registered for home	1.4.1 Individual • As in 1.1 • Proof of educational / Remedial / reading activities	**FREE**	**FREE**	**R110,00** per annum	**R121, 00** per annum

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		schooling, occupational therapists, psychologists					
	Group	**Includes:** Reading circles, day mothers, playgroups, crèches	1.4.2 Group (as above) • Formal written application by chairman / owner who accepts responsibility	**FREE**	**FREE**	NOT ALLOWED	NOT ALLOWED
1.5	INSTITUTION / ORGANISATION	Non-profitable & registered cultural, social, developmental, educational, support institutions / organisations (formal structure) **Includes:** NGO's, schools, nursery schools	• 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

2. MEDIA RELATED TARIFFS

2	TARIFF CATEGORY	MEDIA TYPE / TYPE	TIME PERIOD OVERDUE	TARIFFS 2011/2012	TARIFFS 2012/2013
2.1	**FINES:** **OVERDUE MEDIA**			**MAXIMUM: R 100, 00 PER ITEM**	**MAXIMUM: R 110, 00 PER ITEM**
	Grace periods of at least	Interlibrary loan	Day	**R5,50**	**R6, 00**

2	TARIFF CATEGORY	MEDIA TYPE / TYPE	TIME PERIOD OVERDUE	TARIFFS 2011/2012	TARIFFS 2012/2013
	one day before fines are generated	Reference media	Day	**R5,50**	**R6,00**
		Audio visual media	Day	**R2,50**	**R3,00**
		All other media for general circulation	Week or part thereof	**R2,50**	**R3,00**
		Toys	Week or part thereof	**R5,50**	**R6,00**
		Daisy Players	Week or part thereof	**R5,50**	**R6,00**
2.2	**LOAN FEES: MEDIA**	Compact disc	Four weeks Non Renewable	**R4,00**	**R5,00**
		CD-ROM	Four weeks Non Renewable	**R6,00**	**R7,00**
		Video Cassette	Four weeks Non Renewable	**R6,00**	**R7,00**
		Digital video disc	Four weeks Non Renewable	**R6,00**	**R7,00**
		Audio books and audio cassette kits	Four weeks Non Renewable	**R6,00** **Free**: Pensioner and person with certified eyesight disability	**R7,00** **Free**: Pensioner and person with certified eyesight disability
		Educational toys	Four weeks Non Renewable	**R6,00** per toy	**R7,00** per toy
		Daisy Players (**Only for loan to visually challenged or blind**	Two weeks	**Free**: Visually and reading impaired library user with	**Free**: Visually and reading impaired library user with certified disability

2	TARIFF CATEGORY	MEDIA TYPE / TYPE	TIME PERIOD OVERDUE	TARIFFS 2011/2012	TARIFFS 2012/2013
		patrons)		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	**R45,00** 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 2011/2012	PROPOSED AMOUNT PAYABLE 2012/2013
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 + 15% **Items 5 years and older:** Purchase price + 50%	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%
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 /	**R6,00** per type of damage caused with a maximum of **R50,**	**R10,00** per type of damage caused with a maximum of **R100,**

		scribbling, etc. At discretion of librarian	**00**	**00**
3.4	**BAR CODE LABELS**	Lost or damaged	**R5,00**	**R6,00**
3.5	**MEMBERSHIP CARD**	Lost or damaged	**R20,00**	**R25,00**
3.6	**DAISY PLAYER**	Lost or damaged	Include current year in calculation. **Items up to 5 years:** Purchase price + 20% **Items 5 years and older:** Purchase price + 50%	Include current year in calculation. **Items up to 5 years:** Purchase price + 20% **Items 5 years and older:** Purchase price + 55%

4. RE-INSTATEMENT OF SUSPENDED MEMBERS

	TARIFF CATEGORY	DESCRIPTION	TARIFF 2011/2012	PROPOSED TARIFF 2012/2013
	RE-INSTATEMENT FEE	Applies when a patron/member accumulates fine(s) greater than R70.00 for a period longer than 90 days.	**R60,00**	**R60,00**

5. AUXILIARY SERVICES

5.	TARIFF CATEGORY	DESCRIPTION	TARIFF 2011/2012	PROPOSED TARIFF 2012/2013
5.1	**PHOTOCOPIES**	Black & White: A4 per page	**See Schedule "E"**	**Schedule "6" Financial Services**
		Black & White: A3 per page	**See Schedule "E"**	**Schedule "6" Financial Services**
5.2	**COMPUTER PRINTING**	Black & White per page	**See Schedule "6"**	**Schedule "6" Financial**

5.	TARIFF CATEGORY	DESCRIPTION	TARIFF 2011/2012	PROPOSED TARIFF 2012/2013
			R1,00	**Services**
		Colour per page	**See Schedule "6"** **R2,00**	**Schedule "6" Financial Services**
5.3	**FAXES**	National: Send	**R2,50**	**R3,00**
		Receive	**R2,50**	**R3,00**
		International: Send	**R5,00**	**R6,00**
		Receive	**R5,00**	**R6,00**
		Cellular phone: Send	**R3,50**	**R4,00**
5.4	**LAMINATING**	Credit card size	**R2,50**	**R3,00**
		A4	**R5,50**	**R6,00**
		A3	**R11,00**	**R13,00**
		A5	**R3,50**	**R4,00**
5.5	**INFORMATION FAX SERVICE**	Community related information to schools, churches, NGO's & government departments	**Free**	**Free**
		Factual, subject related information (extended reference service)	**Administration fee:** **R26,50 per inquiry plus photocopy plus fax fees to be pre-paid**	**Administration fee:** **R30,00 per inquiry plus photocopy plus fax fees to be pre-paid**
5.6	**ELECTRONIC SEARCHES**	Internet searches (as per relevant approved policy)	**Free**	**Free**

6. **FINE FREE WEEKS**

Four weeks per year to encourage members to return long overdue media (Two weeks in March and Two weeks in September)

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

Determined at discretion of the Director: Library and Information Services

File:	
Council Resolution:	A-SR (03-2006) 26 October 2006
Published	Gauteng Provincial Gazette No. 446 dd 20 December 2006
Local Authority Notice	3439
Council Resolution:	A-F (23-2009) CM 28/05/2009
Published	Gauteng Provincial Gazette Extra-Ordinary No. 144 dd 01 July 2009
Local Authority Notice	1014
Council Resolution:	A-F (27-2010) CM 27/05/2010)
Published	Extra-Ordinary 123 dd 30 June 2010
Local Authority Notice	891
Council Resolution	A-F (27-2011) CM 20/04/2011
Published	Extra-Ordinary 107 dd 01 June 2011
Local Authority Notice	688
Council Resolution:	A-F (20a-2012) CM 31/05/2012
Published	Extra-Ordinary 159 dd 13 June 2012
Local Authority Notice	766