

Registration

1. Welcome to the library!
The library is very pleased to receive your visit. You have free access to all of the media in the library during opening hours.
2. You can borrow the following media from our library:
 - Books
 - Newspapers
 - CD-ROMs
 - Music CDs
 - DVDs
3. Lending conditions
 - For an annual fee you can borrow books/media.

Please take care of the books/media that you borrow. The library will levy a charge in the case of lost or damaged media.

4. Return
 - You can keep the media/books until the specified return date.
 - You can keep books for four weeks and other media for two weeks.
 - Please bring the books/media back punctually or extend the borrowing period.
 - The library will levy a fine on overdue media.

Parental consent to use the library

1. Your child wishes to borrow books/media from our library. For this we need your permission.
2. Borrowing from the library is free for children under the age of 18. However, if your child does not return the books/media by the due date, a reminder will be sent and we will have to make a charge for this. Please take care that your child looks after the books/media that have been borrowed. In case of loss or damage the library will have to make a charge.

Stadtbücherei Gladbeck

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Opening hours:

Tuesday	10 – 20
Wednesday – Friday	10 – 18
Saturday	10 – 13