

COMMUNITY SERVICES - LIBRARY AND INFORMATION SERVICES										
No	SERVICES RENDERED	UNIT	REMARKS	TARIFFS						
				2008/09	2008/09	VAT	2009/10	2009/10	2009/10	2009/2010
				Recalculated	R	Yes/No	R	Recalculated	Variance due	R
				excl. VAT	incl. VAT		excl. VAT	excl. VAT	to rounding	incl. VAT
1	LIBRARY CARDS									
	Persons living outside the metropolitan area i.e. paying members both adult and juvenile	One card	Card valid for one year	70.18	80.00	y	74.56	74.56	0.00	85.00
	Persons temporarily living in the metropolitan area, i.e. holiday visitors both adult and juvenile	Per book borrowed at a time	Visitors may opt for a card permitting one item @ R55, or one permitting two @ R110, or one permitting three @ R165. The maximum permitted will be three items.	43.86	50.00	y	48.25	48.25	0.00	55.00
2	REPLACEMENT OF LOST CARDS									
	Computer membership card	per card		13.16	15.00	y	14.04	14.04	0.00	16.00
	Manual membership card	per card		1.75	2.00	y	2.19	2.19	0.00	2.50
3	OVERDUE ITEMS									
	Fine for overdue items (except video cassettes, DVD's and special loans)									
	Overdue for the:									
	1st week (or part thereof)	per item		0.50		n	1.00	1.00		
	2nd week (or part thereof)	per item		1.00		n	2.00	2.00		
	3rd week (or part thereof)	per item		2.00		n	3.00	3.00		
	4th week (or part thereof)	per item		3.00		n	4.00	4.00		
	5th week (or part thereof)	per item		4.00		n	5.00	5.00		
	6th week (or part thereof)	per item		5.00		n	10.00	10.00		
	7th week (or part thereof)	per item		6.00		n	11.00	11.00		
	8th week (or part thereof)	per item		7.00		n	12.00	12.00		
	9th week (or part thereof)	per item		8.00		n	13.00	13.00		
	10th week (or part thereof)	per item		9.00		n	14.00	14.00		
	11th week (or part thereof)	per item	Maximum fee	10.00		n	15.00	15.00		
	Fine for each overdue video cassette or special loan	Per item per day	Maximum Fine - R15,00	3.00		n	Discontinued, combined 1 July 2009			
	Fine for each overdue DVD	Per item per day	Maximum Fine - R21,00	3.00		n	Discontinued, combined 1 July 2009			
	Fine for each overdue special loan	Per item per day	Maximum Fine - R15,00	3.00		n	Discontinued, combined 1 July 2009			
	Fine for each overdue video cassette, DVD or special loan	Per item per day	Maximum Fine - R28.00			n	4.00	4.00		
	Fines for overdue items returned during the Annual Public Library Week		No fines will be charged for outstanding/overdue items returned during this week (fines will be waived)	no charge	no charge		no charge	no charge	no charge	no charge
	Fines waived		Librarians-in-Charge may waive fines on written application in certain circumstances beyond the control of the patron, e.g. illness of patron, etc.	no charge	no charge		no charge	no charge	no charge	no charge

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4	RESERVATION ITEMS	Per reservation		2.63	3.00	y	3.51	3.51	0.00	4.00
	Reservation of indigenous languages other than Xhosa			no charge	no charge		no charge	no charge	no charge	no charge
5	LOST OR UNUSABLY DAMAGED MATERIAL									
	All library material	Per item	All items charged at cost price as indicated by the computer, rounded down to the nearest five cents	cost price	cost price	y	cost price (rounded down to nearest 5 cents)	cost price (rounded down to nearest 5 cents)	cost price (rounded down to nearest 5 cents)	cost price (rounded down to nearest 5 cents)
	Minor damage excluding damage to CD / DVD cases	Per item		13.16	15.00	y	14.04	14.04	0.00	16.00
	Damage to CD/DVD cases	Per item		4.39	5.00	y	5.26	5.26	0.00	6.00
	Partial damage to DVD's	Per item	Discontinued 1 July 2009, now at cost or minor damage charge	26.32	30.00	y	n/a	n/a	n/a	n/a
	Items lost and/or damaged due to theft, fire or natural disaster		The Manager: District LIS may waive the cost of lost and damaged material on written application and proof of incident where such items were lost/damaged.							
6	PHOTOCOPIES									
	A4	Per copy	In those libraries which own their photocopiers or are supplied by the outsourced service provider	0.35	0.40	y	0.44	0.44	0.00	0.50
	A3	Per copy	In those libraries which own their photocopiers or are supplied by the outsourced service provider. The charge for A3 needs to be 2X that of A4 because the coin boxes can only be calibrated for equal units.	0.70	0.80	y	0.88	0.88	0.00	1.00
7	PRINTOUTS FROM PCs									
	Two tone printing or Laser printing	Per page	In those libraries able to offer printouts done by staff; includes SmartCape printing.	0.35	0.40	y	0.44	0.44	0.00	0.50
	Two tone printing or Laser printing	Per page	In those libraries able to offer printouts done by staff; includes all printing as per Promotion of Access to Information Act.	0.35	0.40	y	0.35	0.35	0.00	0.40
	Colour printer	Per page	In those libraries able to offer printouts done by staff	6.14	7.00	y	7.02	7.02	0.00	8.00
8	Faxes									
	Outgoing - local, first page	Per page	In those libraries able to offer this service	3.95	4.50	y	4.39	4.39	0.00	5.00
	Outgoing - local, second and subsequent pages	Per page	In those libraries able to offer this service	1.75	2.00	y	2.63	2.63	0.00	3.00
	Outgoing - national	Per page	In those libraries able to offer this service	5.70	6.50	y	6.14	6.14	0.00	7.00

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	Outgoing - national, second and subsequent pages	Per page	In those libraries able to offer this service	2.63	3.00	y	3.51	3.51	0.00	4.00
	Incoming	Per page	In those libraries able to offer this service	1.75	2.00	y	2.63	2.63	0.00	3.00
9	HIRING OF HALLS									
	SPECIAL CONCESSIONS:									
	Free Use :									
	Councillors allowed 2 free meetings per month (C34/02/03).		Proof of the purpose of the meeting (notice, letter, media release) to be supplied one week prior to the letting.							
9.1	Milnerton Lecture Theatre									
	Business / commercial organisations									
	Lecture Theatre / Auditorium	Per session	Per Session is defined as a morning, or a afternoon, or a evening session.	482.46	550.00	y	526.32	526.32	0.00	600.00
	Audio-visual / sound equipment	Per session		175.44	200.00	y	192.98	192.98	0.00	220.00
	Kitchen	Per session		26.32	30.00	y	30.70	30.70	0.00	35.00
	Cultural / community organisations									
	Lecture Theatre / Auditorium	Per session		96.49	110.00	y	105.26	105.26	0.00	120.00
	Audio-visual / sound equipment	Per session		70.18	80.00	y	78.95	78.95	0.00	90.00
	Kitchen	Per session		26.32	30.00	y	30.70	30.70	0.00	35.00
9.2	Central Library Seminar Rooms									
	Seminar Room I	Per session	New tariff from 1 July 2009			y	175.44	175.44	0.00	200.00
	Audio-visual / sound equipment	Per session	New tariff from 1 July 2009			y	192.98	192.98	0.00	220.00
	Kitchen	Per session	New tariff from 1 July 2009			y	30.70	30.70	0.00	35.00
	Seminar Room II	Per session	No kitchen facility included	43.86	50.00	y	48.25	48.25	0.00	55.00
9.3	All other Library Halls		Library halls / activity rooms are not designed as lettable facilities as are community halls and so are not used for social (e.g. celebrations of birthdays), political (e.g. rallies) or religious (e.g. church services) events. Their primary purpose is to provide a venue for cultural or community events. There is no charge for official use. Kitchen facilities are excluded and the normal tariff is applicable when used by cultural/community organisations. Cultural/community organisations do not pay for the use of these facilities.	no charge	no charge	n	no charge	no charge	no charge	no charge
	Business / commercial organisations	Per session		78.95	90.00	y	87.72	87.72	0.00	100.00

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	Committee Room, Bellville, Pinelands and Somerset West only	Per session		43.86	50.00	y	48.25	48.25	0.00	55.00
	Kitchen (where available)	Per session		26.32	30.00	y	30.70	30.70	0.00	35.00
	Audio-visual / sound equipment (where available)	Per session		70.18	80.00	y	78.95	78.95	0.00	90.00