

**In a nutshell:**

The Cologne Public Library has a large collection of books, magazines, DVDs, audio books, computer games and much more. In total, there are 800,000 items available for you to borrow.

**Library card**

A library card is required to visit us and borrow library items. You can easily register for this by simply dropping by any of our branches. Please bring with you the relevant documents to complete the registration. The documents we require are listed below.

By registering you hereby agree to our Terms of Use and Fees.

**Membership fees**

- **1 year for adults** **€30 for 12 months**
- **Long-term membership for adults** **€30 every 13 months**
- **Short-term membership** **€17 for 6 months  
or €9 for 3 months**

• Documents for registration:

- ❖ Identity card
- or -
- Passport and registration certificate

**Membership concessions:**

- **Membership under 21 years:** **free**

• Documents for registration:

- ❖ Parents' identity card
- or -
- Parents' passport and registration certificate
- ❖ Signature of an adult (parent, guardian or guarantor)
- ❖ Child is present at the registration
- or -
- An ID card of the child (child ID card, student ID card or birth certificate) is presented

- **Membership over 21 years for pupils, students, trainees, military service draftees and those on voluntary service:** **€15 for 12 months**  
**€8 for 6 months**

Documents for registration:

- ❖ Identity card  
- or -  
Passport and registration certificate
- ❖ Student ID, trainee ID, military service ID, etc.

- **People with severe disabilities:** **€15 for 12 months**  
**€8 for 6 months**

Documents for registration:

- ❖ Identity card  
- or -  
Passport and registration certificate
- ❖ Disabled person's pass

- **Senior citizens and retirees:** **€15 for 12 months**  
**€8 for 6 months**

Documents for registration:

- ❖ Identity card  
- or -  
Passport and registration certificate
- ❖ Pension book

- **Cologne Pass holders:** **€10 for 12 months**  
**€5 for 6 months**

Documents for registration:

- ❖ Identity card  
- or -  
Passport and registration certificate
- ❖ Cologne Pass

- **Membership for companies** **€182 for 12 months**

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For information on membership for companies call: 0221 221 23939

### How long can I borrow library items?

There are two loan periods:

- **Four weeks:** Books, mixed media packs, CD-ROMs and study aids, sheet music and maps.
- **Two weeks:** DVDs, CDs, audio books, games and magazines.

### Price list:

- Item reservation: €1
- Interlibrary loan per request: €2.50
- Borrowing without library card (forgotten, etc.): €1
- Replacement card: €3.50

### **Late return:**

If you return library items late:

- For each item €1 per commenced week overdue.
- An additional €25 per item, from the 11th week.

### **Reminders:**

- First reminder by post €1
- Second reminder by post €1.20
- If **notification is sent via email**, these reminder fees **do not apply**.

### **Integrity, damage and returns**

Check all items before borrowing. If anything is missing or damaged, let us know.

We cannot guarantee the quality of the items borrowed. This also means that we do not refund any fees paid should you be dissatisfied with an item.

You will receive a return receipt for each item returned. Please keep all receipts issued by us for four months.

### **Renewals**

You can renew the loan period for most library items. You can view your customer account online or on the computers in our libraries. Items can be renewed a maximum of two times, and only if they are not reserved.

### **Change of address, loss and transferability of library card**

You are required to inform the library of any change in your address. If you lose your library card, please contact us to have it blocked immediately. A replacement card costs €3.50. The library card is **not** transferrable to another person.

More information at [www.stbib-koeln.de](http://www.stbib-koeln.de)