



Stadtbibliothek
Braunschweig

The public library of Braunschweig



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The public library of Braunschweig is one of the largest regional libraries of Lower Saxony.

It offers four floors full of media for research and information in humanities, scholastic and professional education, further education, leisure subjects and entertainment for all age groups.

Furthermore, the public library collects and maintains literature of regional and historical importance.

Registration

Adults of 18 years and older need a valid identity card, a passport with confirmation of registration or a passport with a motor vehicle registration certificate.

Adolescents between 16 and 18 years need a valid identity card or a parent/guardian's identity card together with the liability card signed by the parent/guardian. Liability cards are available at the lending desk.

Children under the age of 16 have to present the valid identity card of a parent/guardian and the liability card (available at the lending desk) signed by the parent/guardian.

Library card

The library card is property of the library. If the library card is lost, the holder is to inform the library immediately. The issue of a new library card is subject to a fee.

Any change of address is to be reported immediately. Any address research which may become necessary will be charged to the library user. The library card cannot be transferred to other persons.

Users of 16 years and older have to pay an annual user fee.

User fee and lending periods

Fees and lending periods can be seen from the enclosed information sheet.

Extension of the lending period

The lending period for media which have not been reserved by anyone else may be extended twice at the most. Extensions can also be made by phone or - at the user's own risk - via the OPAC (online catalogue). Extensions of the lending period in writing by regular mail, fax or e-mail are not possible.

The new return date will be calculated from the date of extension.

Self-service

There are two self-service machines in the lending area. Here you can borrow from a large selection of books yourself (with the exception of books with inserts, CDs, CD-ROMs, DVDs, DVD-ROMs, tapes and videos) and avoid waiting at the lending desk.

For self-service please follow the instructions on the screen. To use of self-service machines, you need your library user card and your password. Please check the media for possible damage and notify the lending desk, otherwise you could be held liable for defects when returning the media.

You can return the media borrowed in this way at the returns desk as usual.

Internet catalogue

In the internet you will find the OPAC (online catalogue) via our website:

www.braunschweig.de/stadtbibliothek

Here you can obtain information about the books we have on stock, whether a book has been borrowed, take a look at your user account and make extensions for the books you have borrowed.

Reservation

Media which have been borrowed by another library user can be reserved for a nominal fee.

Lending from the depot

Books from the depot which were published after 1920 can be ordered via the catalogue. The books ordered will then be collected from the depot and provided to you at the lending desk or in the reading room. We apologize in advance for any delays.

For the protection of books published before 1920, it is only possible to read them in the 'scientific reading room'. You can order these books by means of the 'reading room order form' to be handed in at the reading room or the main information point.

Remote interlibrary lending system

Books you cannot find in the libraries in Braunschweig can be ordered from the German libraries in the interlending system for a small fee.

- Please take good care of the media. You will be liable in case of damage or loss.
- Bags and rucksacks must be stored in the lockers provided before entering the library.
- You are not allowed to take jackets and coats into the reading room. Please use the cloakroom provided.
- You are not allowed to eat, drink or use mobile phones in the library.
- You are not allowed to smoke in the library.
- Do not bring any animals.
- Please observe the regulations governing use and charges.