

Item	Service	Comments Unit R/cents/Kl/m	2020/21		2020/21		2021/22		
			Total Excl VAT	Vat	Total VAT Incl.	Total Excl VAT	Vat	Total VAT Incl.	
2.11	2.11	<b>LIBRARIES</b>							
		<b>CHARGES FOR OVERDUE LIBRARY MATERIAL</b>							
		Fines per item	R1.71 per day, up to a max. of R108.00 /item	1.50	0.22	1.72	1.60	0.24	1.84
		Administration fee for processing overdue notices (48 per account)		45.22	6.78	52.00	48.38	7.26	55.64
		<b>RESERVATIONS OF LIBRARY MATERIAL ( 20/item)</b>		20.87	3.13	24.00	22.33	3.35	25.68
		<b>LOST CARDS</b>							
		Computer (R50 / card)		49.57	7.43	57.00	53.03	7.96	60.99
		<b>PHOTOCOPY and PRINTING CHARGES (PER PAGE)</b>							
		Black and white and Microfilm Printers	0.70/page	0.78	0.12	0.90	0.84	0.13	0.96
		Colour A4	12.00/page	11.30	1.70	13.00	12.10	1.81	13.91
		Colour A3	17.00/page	17.39	2.61	20.00	18.61	2.79	21.40
		<b>FAXES (PER PAGE)</b>							
		Sending of faxes - metro areas	5.50/page	5.65	0.85	6.50	6.05	0.91	6.96
		Sending of faxes - national	8.00/page	8.70	1.30	10.00	9.30	1.40	10.70
		Receive faxes	7.50/page	7.83	1.17	9.00	8.37	1.26	9.63
		086 numbers	10.00/page	9.57	1.43	11.00	10.23	1.54	11.77
		<b>INTERNET AND E-MAIL ACCESS</b>							
		Per 15 minutes session		No Charge		No Charge			No Charge
		Per 30 minutes session		No Charge		No Charge			No Charge
		Printing per page		0.87	0.13	1.00	0.93	0.14	1.07
		<b>MISCELLANEOUS</b>							
		Sale of postcards		12.17	1.83	14.00	13.03	1.95	14.98
		Posters - sizes A0; A1		162.61	24.39	187.00	173.99	26.10	200.09
		Posters - sizes A2; A3		74.78	11.22	86.00	80.02	12.00	92.02

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2.11	2.11	<b>LIBRARIES</b>								
		<b>ITEM TYPE</b>								
		Adult English Fiction	326.96	49.04	376.00	349.84	52.48	402.32		
		Large Print	373.91	56.09	430.00	400.09	60.01	460.10		
		Adult Non Fiction, all languages, all formats	467.83	70.17	538.00	500.57	75.09	575.66		
		Adult English Fiction Paperbacks	186.96	28.04	215.00	200.04	30.01	230.05		
		Adult Xhosa fiction, all formats	186.96	28.04	215.00	200.04	30.01	230.05		
		Adult Afrikaans fiction, all formats	186.96	28.04	215.00	200.04	30.01	230.05		
		Adult Afrikaans Large print	233.91	35.09	269.00	250.29	37.54	287.83		
		Adult Foreign Fiction, all formats	140.00	21.00	161.00	149.80	22.47	172.27		
		Children's Fiction, hardcover, all languages, all formats	140.00	21.00	161.00	149.80	22.47	172.27		
		Children's Picture books, all languages	140.00	21.00	161.00	149.80	22.47	172.27		
		Children's paperbacks, fiction, all languages	112.17	16.83	129.00	120.03	18.00	138.03		
		Children's unclassified (Easy) Non Fiction, all languages	140.00	21.00	161.00	149.80	22.47	172.27		
		Ladybirds, all languages	93.91	14.09	108.00	100.49	15.07	115.56		
		ABE, fiction, non-fiction, all languages	93.91	14.09	108.00	100.49	15.07	115.56		
		Compact disc (audio)	233.91	35.09	269.00	250.29	37.54	287.83		
		DVDs	280.43	42.07	322.50	300.07	45.01	345.08		
		Compact disc (audio) per disc in set	140.00	21.00	161.00	149.80	22.47	172.27		
		DVD per disc in set	140.00	21.00	161.00	149.80	22.47	172.27		
		Gramophone Records	74.78	11.22	86.00	80.02	12.00	92.02		
		Videos	140.00	21.00	161.00	149.80	22.47	172.27		
		Per record in set	56.52	8.48	65.00	60.48	9.07	69.55		
		Computer disc	56.52	8.48	65.00	60.48	9.07	69.55		
		Cassettes	56.52	8.48	65.00	60.48	9.07	69.55		
		Puzzles	280.00	42.00	322.00	299.60	44.94	344.54		
		<b>BOOKS OR MAGAZINES</b>								
		<b>If more than 4 sheets are damaged or missing, the entire item/book has to be replaced or paid for. Please refer to the replacement price schedule.</b>								
		Chewed corners (plastic plus cover)	14.09	2.11	16.20	15.07	2.2610	17.33		
		Damaged or missing date labels, spine labels or barcodes	9.57	1.43	11.00	10.23	1.5352	11.77		
		Damaged or missing first processed page with barcode and date label	14.09	2.11	16.20	15.07	2.2610	17.33		
		Damaged or missing plastic cover	14.09	2.11	16.20	15.07	2.2610	17.33		
		Damaged or missing pages – A4 or smaller black and white per site	4.70	0.70	5.40	5.02	0.7537	5.78		
		Damaged or missing pages – A4 or smaller colour per side	14.09	2.11	16.20	15.07	2.2610	17.33		
		Damaged or missing pages A3 – or larger black & white per side	9.57	1.43	11.00	10.23	1.5352	11.77		
		Damaged of missing pages – A3 or larger colour per side	19.13	2.87	22.00	20.47	3.0704	23.54		
		<b>CASSETTE TAPES, CDs, DVDs, VIDEOS, PVC CD/DVD PLASTIC SLEEVES</b>								
		<b>Scratched/damaged tapes, videos, videos – no minor damages accepted, item to be replaced or paid for. Please refer to the Replacement Price Schedule</b>								
		Damaged CD cases single	9.57	1.43	11.00	10.23	1.5352	11.77		
		Damaged CD cases double	14.09	2.11	16.20	15.07	2.2610	17.33		
		Damaged DVD cases – single	9.57	1.43	11.00	10.23	1.5352	11.77		
		Damaged DVD cases – double	14.09	2.11	16.20	15.07	2.2610	17.33		
		Damaged PVC CD/DVD plastic sleeves	4.70	0.70	5.40	5.02	0.7537	5.78		
		Damaged or missing inserts (texts or pictures)	7.83	1.17	9.00	8.37	1.2561	9.63		
		<b>MICROFILM / FICHE</b>								
		No minor damages accepted, item to be replaced. Please refer to the Replacement Price Schedule								

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2.11	<b>LIBRARIES</b>							
	<b>PAMPHLETS AND NEWSPAPERS</b>							
	If more than 4 sheets are damaged or missing, the entire item is to be replaced or paid for. Please refer to the Replacement Price Schedule							
	Damaged or missing pages – A4 or smaller black or white per side		4.70	0.70	5.40	5.02	0.7537	5.78
	Damaged or missing pages – A4 or smaller colour per side		14.09	2.11	16.20	15.07	2.2610	17.33
	Damaged or missing pages – A3 or larger black and white per side		9.57	1.43	11.00	10.23	1.5352	11.77
	Damaged or missing pages – A3 or larger colour per side		19.13	2.87	22.00	20.47	3.0704	23.54
	<b>LIBRARY HALLS</b>							
	Mondays to Fridays during library opening hours		58.26	8.74	67.00	62.34	9.35	71.69
	Mondays to Thursdays after library opening hours		196.52	29.48	226.00	210.28	31.54	241.82
	Full Day		224.35	33.65	258.00	240.05	36.01	276.06
	Saturdays		346.96	52.04	399.00	371.24	55.69	426.93
	Hirer is responsible for payment for security services or payment of staff overtime, as applicable, as well as for the hall hire charge.							
	<b>Cleaning / repairs / replacements</b>							
	If the hirer leaves the facility in a condition which requires special cleaning or repair work, or if the keys are lost, a fee depending on the actual cost of repair/cleaning/replacement will be charged.						<b>Rate on enquiry</b>	
	Kitchen facilities per function (no kitchen equipment available)	<b>R/ per function</b>	79.13	11.87	91.00	84.67	12.70	97.37
	<b>LIBRARY AUDITORIUM</b>							
	<b>During library hours and weekdays</b>							
	Mondays to Friday during library opening hours (per session with a minimum booking of 3 hours)		439.13	65.87	505.00	469.87	70.48	540.35
	Mondays to Thursday after library opening hours ( per hour with a minimum booking of hours).		126.96	19.04	146.00	135.84	20.38	156.22
	Full day		1,080.87	162.13	1,243.00	1,156.53	173.48	1,330.01
	Hirer is responsible for payment for security services or payment of staff overtime, as applicable, as well as for the hall hire charge.							
							<b>Rate on enquiry</b>	<b>Rate on enquiry</b>
	Kitchen facilities per function (no kitchen equipment available)		79.13	11.87	91.00	84.67	12.70	97.37
	<b>Cleaning / repairs / replacements</b>							
	If the hirer leaves the facility in a condition which requires special cleaning or repair work, or if the keys are lost, a fee depending on the actual cost of repair/cleaning/replacement will be charged.						<b>Rate on enquiry</b>	<b>Rate on enquiry</b>
	<b>USAGE OF LIBRARY BUILDINGS e.g photography at Main Library</b>							
	Non-commercial (250 per day or part thereof)		1,081.74	162.26	1,244.00	1,157.46	173.62	1,331.08
	Commercial (1157 per day or part thereof)		2,337.39	350.61	2,688.00	2,501.01	375.15	2,876.16