

# 4

## RETURNS AND OVERDUE BOOKS

### 4.1

#### Return of borrowed materials

Borrowed books should be returned on or before their due date during the Library's working hours to the Lending Unit or the book drop located in the vestibule of the main entrance, or 24 hours a day to the Book Pick-up Machine.

### 4.2

#### Renewal

The borrowed books can be renewed twice, each time for a period of 30 days, only before the return date, but not earlier than 5 days before that date. The renewal begins on the day of its execution.

Only items that have not been reserved by other users can be renewed.

### 4.3

#### Settlement of overdue fees. Price list

Please note that late return will automatically block the library account and start charging fines according to the price list:

- 0.50zł/day/vol.
- 10zł/day/vol. for books borrowed from the Reading Room

Those who should pay the fee for late return are asked to pay in person in the Lending Unit.

### 4.4

#### Loss or destruction of materials

If a book is lost or destroyed, the reader is obliged to buy back a copy of the same or the latest edition, or to buy back another book indicated by the head of the Circulation Division.