

**Rīga Stradiņš University Library Charges and Fines (EUR)**

No.	Service	Unit	Price for RSU users (EUR)	Price for non-RSU users (EUR)	VAT (incl.)
1.	2.	3.	4.	5.	6.
<b>1.</b>	<b><u>Copying:</u></b>				
1.1.	Black and white	A4 page	0,06	0,06	21%
1.2.	Black and white	A3 page	0,12	0,12	21%
1.3.	Colour	A4 page	0,12	0,12	21%
1.4.	Colour	A3 page	0,25	0,25	21%
<b>2.</b>	<b><u>Information retrieval from the computer:</u></b>				
2.1.	black and white printout	A4 page	0,06	0,06	21%
2.2.	black and white printout	A3 page	0,12	0,12	21%
2.3.	colour printout	A4 page	0,12	0,12	21%
2.4.	colour printout	A3 page	0,25	0,25	21%
2.5.	writing of files to USB*	1 flash memory	0,45	0,45	21%
<b>3.</b>	<b>Document scanning*</b>	1 page	0,40 till 5 pages, 0,30 over 5 pages)	0,40 till 5 pages, 0,30 over 5 pages)	21%
<b>4.</b>	<b><u>Enquiry services:</u></b>				
4.1.	Single compilation of bibliographical information according to the relevant topic	1 request 1-2 days	5,00	10,00	not subject to VAT
4.2.	Extraction of full texts from the documents selected by the user from resources subscribed by RSU and free access resources after the execution of the enquiry (see Point 4.1.)	1 document (maximum number of documents – 50)	2,00	2,00	not subject to VAT
4.3.	Sending of electronic files of articles	1 article	0,15	0,15	not subject to VAT
<b>5.</b>	<b>Compilation of bibliographic index of a person (upon agreement)</b>	1 bibliographic record	0,50	1,00	not subject to VAT
<b>6.</b>	<b>Training course in medicine-related information search in electronic sources in groups (no less than 5 persons in group)</b>	1 person, 5 academic hours	25,00	25,00	not subject to VAT
<b>7.</b>	<b>Unified reader's card</b>	a card	3,00	3,00	not subject to VAT
<b>8.</b>	<b>Library specialists' assistance in developing systematic review (consultation on developing systematic review, development of search strategy)</b>	1 entry	45,10	45,00	not subject to VAT

	(protocol methods), search for researches etc.)				
<b>9.</b>	<b>Interlibrary loan (ILL) and International interlibrary loan (IILL):</b>				
9.1.	<b>ILL services:</b>				
9.1.1.	Document delivery from Latvia's libraries	1 document	Postal services	Postal services	not subject to VAT
9.1.2.	Extraction of full articles from free and RSU subscribed sources for the users of ILL	1 request	0,35	5,00	not subject to VAT
9.1.3.	Processing of request (verification of document availability)	1 request	0,50	0,50	not subject to VAT
9.2.	<b>IILL services:</b>				
9.2.1.	Delivery of journal article in electronic form	1 document	see fees of document delivery centre (≈6,00 – 60,00)	see fees of document delivery centre (≈6,00 – 60,00) + fee for library services 0,40	not subject to VAT
9.2.2.	Book delivery from abroad	1 item	see fees of document delivery centre (from 13,00) + postal charges	see fees of document delivery centre (from 13,00) + fee for library services 0,40 + postal charges	not subject to VAT
9.2.3.	Book delivery from abroad by using IFLA vouchers	1 document	IFLA vouchers (≈4,00-16,00) + postal services	IFLA vouchers (≈4,00-16,00) + postal services	not subject to VAT
9.2.4.	Delivery of printout of journal article from abroad by using IFLA vouchers	1 document	IFLA vouchers (≈4,00-16,00)	IFLA vouchers (≈4,00-16,00)	not subject to VAT
<b>10.</b>	<b>Fines</b>				
10.1.	Overdue fine	1 item per day (depending on the information source)	0,10 and 0,21	0,10**	not subject to VAT
10.2.	Fine for damaged library material	1 item	8,00	8,00**	not subject to VAT
10.3.	Fine for lost library material	1 item	according to the market price	according to the market price**	not subject to VAT
10.4.	Reimbursement of overdue fine by passing over a book that is necessary for the Library	1 or several items (depending on the price of the book)	amount of overdue fine	amount of overdue fine **	not subject to VAT
<b>11.</b>	<b>Binding of Bachelor's and Master's theses:</b>				
11.1.	Hard cover	1 item	7,00	7,00	21%
11.2.	Soft cover	1 item	2,50	2,50	21%
<b>12.</b>	<b>Binding of separate pages:</b>				
12.1.	Thermo cover	1 time	2,00	2,00	21%
12.2.	Spiral binding	1 time	1,70	1,70	21%
<b>13.</b>	<b>Laminating:</b>				
13.1.	A3 page	1 item	1,20	1,20	21%
13.2.	A4 page	1 item	0,70	0,70	21%
13.3.	A5 page	1 item	0,50	0,50	21%
13.4.	A6 page	1 item	0,40	0,40	21%
<b>14.</b>	<b>Spiral binding with plastic coils:</b>				

14.1.	Thickness 6 mm and 1-20 pages	1 item	0,90	0,90	21%
14.2.	Thickness 8 mm and 1-40 pages	1 item	1,00	1,00	21%
14.3.	Thickness 10 mm and 1-55 pages	1 item	1,10	1,10	21%
14.4.	Thickness 12 mm and 1-80 pages	1 item	1,20	1,20	21%
14.5.	Thickness 14 mm and 1-100 pages	1 item	1,30	1,30	21%
14.6.	Thickness 18 mm and 1-150 pages	1 item	1,40	1,40	21%
14.7.	Thickness 20 mm and 1-175 pages	1 item	1,50	1,50	21%
14.8.	Thickness 22 mm and 1-180 pages	1 item	1,70	1,70	21%
14.9.	Thickness 25 mm and 1-200 pages	1 item	1,90	1,90	21%
14.10.	Thickness 28 mm and 1-240 pages	1 item	2,00	2,00	21%
14.11.	Thickness 32 mm and 1-280 pages	1 item	2,30	2,30	21%
14.12.	Thickness 38 mm and 1-340 pages	1 item	2,60	2,60	21%
14.13.	Thickness 45 mm and 1-410 pages	1 item	2,90	2,90	21%
14.14.	Thickness 51 mm and 1-500 pages	1 item	3,60	3,60	21%

\*There is self-service available at no charge

\*\* Apply to the branch of RSU Library Information Centre for Latvian Healthcare Professionals

Upon execution of payment for RSU Library services or fine payments in Euro (EUR), use the following bank details:

**SEB banka**

Rīga Stradiņš University  
 Reg. No. 90000013771  
 Bank: AS "SEB Banka"  
 SWIFT: UNLALV2X  
 Account No. (EUR): LV28UNLA0050013752619

**Banka Citadele**

Rīga Stradiņš University  
 Reg. Nr. 90000013771  
 Bank: Citadele  
 SWIFT: PARXLV22  
 Account No. (EUR): LV04PARX0001452860004

**Swedbank**

Rīga Stradiņš University  
 Reg. No. LV90000013771  
 Bank: AS "Swedbank"  
 SWIFT: HABALV22  
 Multi-currency account No. LV02HABA0551000376050

**Luminor**

Rīga Stradiņš University  
 Reg. No. 90000013771  
 Bank: Luminor  
 SWIFT: RIKOLV2X  
 Account No. (EUR): LV24RIKO0002013214400

Please, indicate the purpose of the payment: To RSU library for (indicate particular service)