



1. Welcome to the library!
2. We are very pleased to welcome you as a visitor. You have free access to all media in the library during opening hours.
3. The following media can be found in our library:
Audio, video, print and press.
 - 3.1. Books, audio books, language courses, maps, documentation DVDs, music DVDs and CD-ROMs can be borrowed for 4 weeks.
 - 3.2. Music CDs, movies, video games and magazines can be borrowed for 2 weeks.
4. Conditions of use
 - The annual membership fee is 18 €.
 - Children under age 19 and "Ludwigsburg card" holders have free access to all the library's services. Refugees not yet in possession of the "Ludwigsburg card" must present their residence registration form.
 - Most of our items can be borrowed for free.
 - The rental fee for movies and Nintendo DS games is 1 €.
 - For all other video games as well as for special service media, the rental fee is 2 €.
 - 4.1. You can borrow up to 5 items simultaneously.
 - 4.2. The fee for reserving an item is 1 €. We will send you a notification when your item is ready for pick up.
 - 4.3. You will need a valid ID to apply for registration at the library.
 - 4.4. Children under age 19 must have their application signed by a parent.
 - 4.5. Please treat all borrowed items with care. You will be fined for all lost or damaged items.
 - 4.6. To borrow items, please press "Print and finish" ("Drucken und Beenden") on the self-checkout terminal. The return date is written on the receipt.
5. Returning your items
 - 5.1. You can keep all items until the return date written on the receipt.
 - 5.2. Please remember to return your items on (or before) the return date or to renew them as fines are charged for items returned late.
6. Internet use
Library card holders can use the internet on our computers free of charge for up to 5 hours per week. You use our free WLAN (WLAN-LB).
7. Miscellaneous
 - You have access to the "Press Reader" in our magazine lounge to read news from around the world in all languages.
 - You can learn German as a foreign language (DaF) at home or in our library through various media (tablets, books, etc.).
8. Thank you for your visit!