



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 and music CDs can be borrowed for 4 weeks.
  - 3.2. Movies and magazines can be borrowed for 2 weeks.
4. Conditions of use
  - The annual membership fee is 20 €.
  - 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.
  - Without proof of arrival you can have up to 5 media simultaneously at home.  
With a proof of arrival and / or the "Ludwigsburg Card" you can have up to 10 media simultaneously at home.
  - Most of our items can be borrowed for free.
  - The rental fee for movies is 1 €.
  - The rental fee for special service media is 2 €.
  - The fee for reserving an item is 1 €. We will send you a notification when your item is ready for pick up.
  - 4.1. For registration we require a valid identity card or proof of arrival.  
If you want to use the "Ludwigsburg Card", we need in addition to the "Ludwigsburg Card" also the coupon from the accompanying booklet.
  - 4.2. Children under age 15 must have their application signed by a parent.
  - 4.3. Please treat all borrowed items with care. You will be fined for all lost or damaged items.
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 can use our free Wi-Fi (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!