



Rules for use of reprographic services in the Public Library of the Ochota District of Warsaw

1. The Library provides reprographic services of its own materials for a fee (Appendix 4 to the Regulations).
2. Copies are made in black and white. In exceptional cases the Reader may request a color print. Such requests are assessed by the head of the library or the librarian on duty.
3. Copying is only permitted within the limits of the Copyright Act and related rights. Readers who make copies themselves are personally responsible for compliance with copyright law.
4. Library materials are copied as far as technically and personally possible. The librarian may refuse to copy materials due to the efficiency of the copying device or due to the need to perform other activities that affect the continuity of the Library's work.
5. Photocopies may be made no later than 30 minutes before the closing of the library.
6. The Reader is permitted to photograph the collections with a camera. Taking pictures of the collections is free of charge.
7. Copying of library materials must not interfere with the work of other Library users.