

## **Price List**

Appendix to the terms and conditions drawn up by the Austrian National Library

Valid from 1<sup>st</sup> July 2024

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## Notes on the price list and tax regulations

### Notes on price groups requiring a valid ID

Price group "Children, school pupils and young people"	Up to age 19 (in the following "under 19")
Price group "Students"	Up to age 27. (in the following "under 27")
Price group "Reduced"	Covers students up to age 27, persons in military and civilian service and holders of a handicapped person ID, members of the circle of friends of partner institutions
Price group "Senior citizens"	Can only be granted with a valid official senior citizen ID
Price group "City of Vienna"	Vienna incl. 20 km from city border

### Tax regulations

<b>VAT</b>	
(A) – (E)	incl. 10%
(F)	excl. 10%
Cancellation and reminder costs, cost reimbursements, deposits	Tax-free (not subject to tax)

In the case of services provided electronically to non-entrepreneurs, the EU applies the VAT principle of the place of receipt, i.e. the VAT of the country of residence of the recipient will be charged.

Intra-Community mail order transactions (deliveries of goods from an EU trader to a non-trader within the EU) are in principle subject to tax in the Member State where the transport ends (country of destination). The VAT payable in the EU country in question is invoiced and paid by the ÖNB.

In the case of the cross-border provision of services, if certain conditions are satisfied, such as entrepreneur status for VAT purposes or for a specific service to customers from non-EU countries, charging can be made without Austrian VAT (net invoicing). If there are doubts as to whether the conditions for VAT-free invoicing are satisfied, the ANL reserves the right to invoice with Austrian VAT.

### Cancellation rules

If agreed (non-public) tours are not cancelled at the latest 3 working days before the tour, cancellation charges will apply. Please note the applicable list of charges.

Note: Public guided tours are not included in the cancellation conditions. These tickets (tour fee including admission) are not exchanged or refunded.

### Additional charges

<i>Handling fees, charges</i>	<i>Price in €<sup>1</sup></i>
<b>Change of invoice at customer's request</b>	
Handling charge per invoice	5.50
<b>Non-EU banking charges</b>	
Banking charge per invoice <sup>2</sup>	11.00

<sup>1</sup> Incl. 10% VAT.

<sup>2</sup> Banking charges invoiced to customers from non-EU countries can be deducted if payment to the ANL is by charge-free bank transfer or credit card.

## (A) Library services

Services	Charge in €
<b>Library services</b>	
<b>Library tickets</b>	
Ticket	3.50
Group ticket for teaching courses, per person	3.50
Annual ticket	30.00
Admin fee for replacing lost annual ticket	5.50
<b>Research fee</b>	
First 30 minutes	free
Every further 30 minutes	27.00
<b>Information literacy for adults</b>	
<u>Group training courses</u>	
Face-to-face training on topic of your choice, min. 15 persons, per person	7.00
Flat fee for fewer than 15 persons/cancellation	105.00
Online training on topic of your choice, up to 30 persons	75.00
Simulation game "Abookalypse", min. 10 persons	6.00
Flat fee for fewer than 10 persons/cancellation	60.00
<u>Group training / Modular</u>	
Face-to-face training, combination to be selected from given topic blocks, min. 15 persons, per person, (basic module: 1 hour)	4.00
Flat fee for fewer than 15 persons/ cancellation	60.00
Every additional half-hour, per person	2.00
<u>Programme training / individual registration</u>	
Face-to-face training according to a fixed programme, per person	6.00
Face-to-face training according to a fixed programme, young persons and students, per person	5.00
Webinar according to a fixed programme	5.00
<b>Information literacy for schools</b>	
<u>Group training courses</u>	
Face-to-face training according to programme, min. 15 pupils, per pupil in class "Compact" (75 Min.)	5.00
Flat fee for fewer than 15 pupils/cancellation	75.00
Face-to-face training according to programme, min. 15 pupils, per pupil in class "Plus" (150 Min.)	7.00
Flat fee for fewer than 15 pupils/ cancellation	105.00
Simulation game "Abookalypse", min. 15 pupils, per pupil in class	6.00
Flat fee for fewer than 15 pupils/cancellation	90.00
Simulation game "Fake Hunter"	free
<u>Group training / Modular</u>	
Face-to-face training, combination to be selected from given topic blocks, min. 15 pupils, per pupil, (basic module: 1 hour)	4.00

Flat fee for fewer than 15 pupils/cancellation	60.00
Additional 30 Min.	2.00
<u>Programme training / individual registration</u>	
Face-to-face training VWA Winter/Summer School, individual registration, per pupil	5.00
VWA consultation, face-to-face or online: (max. 5 persons) per minutes (first 30 minutes free)	20.00
<b>Deposit for persons approved for loans</b>	
Per loan	80.00
Handling charge if proof of payment is lost	11.00
Handling charge if user requests a transfer to an Austrian bank or a bank in the EU	11.00
<b>Reminder costs</b>	
Late return per item and day	0.60
1. reminder	5.50
2. reminder	8.00
3. reminder	11.00
<b>Lockers</b>	
Lost key or damage of locker in research reading room	75.00
Lost key or damage of locker in wardrobe	45.00
<b>Inter-library loan (borrowing)<sup>3</sup> Austria (per order)</b>	
Book per volume	3.30
Copy per order	1.70
+ per additional order	0.40
<b>Inter-library loan (borrowing)<sup>3</sup> abroad (per order)</b>	
Book per volume	16.00
Copies up to 5 items	6.00
Copies 6 and more items	12.00

<sup>3</sup> There may be additional costs involved, depending on charges made by delivery services and individual libraries. Further information can be obtained from the Inter-Library Loan Service.

**(B) Reproduction services for originals belonging to the Austrian National Library**

<i>Service</i>	<i>Charge in €</i>
<b>Reproduction by customers</b>	
Coin copiers, external provider (Facultas)	
b/w A4	0.10
b/w A3	0.20
4c A4	0.50
4c A3	1.00
<b>Reproduction by ANL staff</b>	
Books/magazines/manuscripts/maps/sheet music	
Paper, per page <sup>4</sup>	0.55
Xerox scan (* pdf 150 ppi) <sup>4</sup>	
Up to 10 pages	6.50
Every additional page	0.55
Scan study quality up to A 1 format (*.jpg 150 ppi)	
Up to 20 pages (within 5 volumes in one group of stocks)	27.00
Every additional page	0.55
Complete volume/max. 300 pages <sup>5</sup>	97.00
Scan standard quality up to A 1 format (*.jpg 300 ppi)	
Up to 5 pages per work	27.00
Every additional page	1.10
Complete volume/ work max. 300 pages <sup>5</sup>	160.00
Scan high resolution up to A 1 format (*.tiff 300 ppi)	
Up to 5 pages per work	54.00
Every additional page	2.20
Complete volume/ work max. 300 pages <sup>5</sup>	320.00
Special formats and executions <sup>6</sup>	
Basic price, 1 scan reproduction quality	33.00
Every additional digital reproduction	24.00
Photographic or transparent material/graphics/photographs	
Scans of photographic material (*.jpg)	
Up to 2 photographic	27.00
Every additional photograph	5.50

<sup>4</sup> Only objects to which no objections are raised in terms of conservation, up to a maximum of 50 pages. The decision lies with the staff member responsible.

<sup>5</sup> The basic charge covers up to 300 pages per call number comprising up to five volumes. If a work comprises more than 300 pages, the pages above this amount will be charged at the rate for single pages.

<sup>6</sup> Special formats and designs are available on request, depending on technical feasibility. The decision is made by an appropriate member of staff. Up to paper size A0.

<i>Service</i>	<i>Charge in €</i>
<b>Photographic or transparent material/graphics/photographs</b>	
Special formats and executions <sup>6</sup>	
Basic price 1 scan reproduction quality	32.00
Every additional photographic	23.00
<b>Charges for work contracted to Foto Leutner by the Picture Archives and Graphics Department</b>	
tiff-format (300 ppi)	
13x18	7.50
15x21	12.00
21x30	21.0
30x42	29.00
On photographic paper	
13x18	2.70
18x24	4.80
21x30	6.00
30x45	26.00
<b>Copyright-free music/videos</b>	
CD / DVD / LP / shellac / other media	11.00
<b>Reproductions of microforms and printouts of digital sources (A4 or A3)</b>	
Up to 10 pages	6.50
Each further page	0.55
<b>Anniversary newspapers</b>	
Including decorative folder, up to 25 pages from a maximum of 5 editions	44,00
Every additional page	0,55

<i>Service</i>	<i>Charge in €</i>
<b>Mailing (incl. packaging)</b>	
Austria	11.00
EU	16.00
Non-EU countries	27.00
<b>Data transfer</b>	
Collection/Web download from ANL-Website	free
Download FTP	7.00
Despatch by e-mail	2.20
CD & DVD	3.00

## (C) Use charges for publication of originals belonging to the Austrian National Library / per illustration

	<i>Charge in €</i>
<b>1. Publications<sup>7</sup></b>	
University publications (unpublished)	free
For own or personal use	16.00
Edition up to 500	16.00
Edition up to 1,000	32.00
Edition up to 5,000	65.00
Edition over 5,000	130.00
All-media surcharge	100%

	<i>Charge in €</i>
<b>2. Film and Television</b>	
Documentary, licence period 5 years <sup>8</sup>	32.00
Documentary, licence period 10 years	65.00
Documentary, unlimited licence period	130.00
Commercial use, licence period 5 years	65.00
Commercial use, licence period 10 years	130.00
Commercial use, unlimited licence period	260.00
All-media surcharge	100%
Other commercial use	By agreement

	<i>Charge in €</i>
<b>3. Web, presentations<sup>9,10</sup></b>	
Single editorial use	32.00

<b>4. Exhibitions</b>	
Temporary exhibition, regional (e.g. local museum)	32.00
Temporary exhibition, national	65.00
Permanent exhibition	130.00
Surcharge, permanent exhibition more than 30x40cm	100%
Surcharge all-media	100%

<b>Discounts for types of use (items 1-4)</b>	
10 images and more	10%
20 images and more	20%
30 images and more	30%

<sup>7</sup> One free copy of every publication shall be delivered to the Austrian National Library

<sup>8</sup> Once-only use, documentary film by public broadcaster.

<sup>9</sup> When content belonging to the ANL is used, it must be accompanied by picture credits (title, date and further details available), and a source (citation link from [Portal] and the notice "[Portal]/Austrian National Library"). For postings in social media, a link must be made to the corresponding Austrian National Library account.

<sup>10</sup> Pictorial material can be used free of charge in the low resolution released on the ÖNB web site.

**(D) Admission fees and guided tours<sup>11</sup>**

<b>Admission to museums and exhibitions</b>					
	<i>State Hall</i>	<i>Literature Museum</i>	<i>Papyrus Museum</i>	<i>Combined Ticket Globe and Esperanto Museums</i>	<i>The House of Austrian History</i>
<i>Service</i>	<i>Charge in €</i>				
<b>Day Ticket<sup>12</sup></b>					
Children and young people, journalists with valid press ID, persons named as accompanying persons in disability pass, and persons accompanying groups <sup>13</sup>	free				
Adults	10.00	8.00	5.00	5.00	9.00
Concessions and groups of 10 and more, per person	7.50	5.50	4.00	4.00	7.00
Seniors	8.00	6.50	4.50	4.50	7.50
Family Ticket <sup>14</sup>	16.00	14.00	7.50	7.50	15.00
<b>Universal Week Ticket<sup>12</sup></b>					
Adults	19.00				
Family Ticket <sup>12</sup>	29.00				
<b>Annual Ticket (for Adults)</b>					
State Hall, Literature Museum, Papyrus Museum, Globe Museum, Papyrus Museum, Esperanto Museum, The House of Austrian History <sup>15</sup>	34.00				
The House of Austrian History (hdgö) <sup>15</sup>	-				17.00
Bundesmuseen Card (any number of admissions to one of the museums of the Austrian National Library, including hdgö)	99.00				

<sup>11</sup> Reductions within current cooperation activities (such as ICOM-members, friends of the ANL, holders of the Culture Pass of the "Hunger auf Kunst und Kultur" campaign, accompanying persons registered in the Disabled Persons Pass as well as persons accompanying groups such as school, child-care, kindergarten, travel, further education or student groups, journalists with a valid press card, licensed Austrian tourist guides etc.) can be found on the website <https://www.onb.ac.at/en/museums/admission-fees-for-the-museums> and <https://hdgoe.at/hours-fees>.

<sup>12</sup> One admission to the State Hall, Literature Museum, Papyrus Museum, Globe Museum, Esperanto Museum, The House of Austrian History. 2 adults with children under the age of 19.

<sup>13</sup> Admission to the Haus der Geschichte Österreich is also free of charge for: refugee institutions, holders of a KHM Annual Pass, holders of the cards of the German Museums Association, students and participants of courses of adult education institutions in the Lehrveranstaltungsverband, integration classes, Museumsbund Österreich, Friends of the KHM Museum Association, psychosocial services, psychosocial day centre – Regenbogen.

<sup>14</sup> 2 adults with children under the age of 19.

<sup>15</sup> Repeated admissions within one year of date of purchase.



<b>Guided tours State Hall, Literature Museum, Papyrus, Globe, Esperanto Museums and library area</b>					
	<i>State Hall and Papyrus Museum</i>	<i>Literature Museum</i>	<i>Papyrus Museum</i>	<i>Globe and Esperanto Museum</i>	<i>Library on Heldenplatz. Augustiner reading room, picture archive and graphics collection, book store</i>
Service					Charge in €
<b>Guided tours in person</b>					
<b>Audio guide card<sup>16</sup></b>					
Per person	3.00	-		3.00	-
For 2 persons	5.00	-		5.00	-
Audio guide card combination Globe and Esperanto Museum	-	-	-	5.00	-
<b>Audio guide card<sup>16</sup></b>					
Per person	3.00		3.00	3.00	
From 2 people per person	2.50		2.50	2.50	
<b>Augmented Reality-Tour (ca. 45 minutes)</b>					
Public tour, per child <sup>17</sup>	5.00	-	-	-	-
Private tour, max. 5 persons (incl. admission) / cancellation	69.00	-	-	-	-
Each additional child	5.00				
Each additional adult	8.00				
<b>Guided tours for adults (ca. 45 minutes)</b>					
Adults min. 10 persons, per person (plus admission)			4.50		4.00 <sup>18</sup>
Fixed price for groups of less than 10 (incl. admission)/Cancellation <sup>19</sup>			140.00		40.00
<b>Guided tours incl. workshops for adults (ca. 90 minutes)</b>					
Adults min. 10 persons, per person (plus admission)			9.00		-
Fixed price for groups of less than 10 (incl. admission) / Cancellation <sup>19</sup>			180.00		-
<b>Guided tours for children (ca. 45 minutes)<sup>17 20</sup></b>					
Min. 15 children, per child			3.00		

<sup>16</sup> The audio guide card is a download for your own end device.

<sup>17</sup> Children may only participate in public guided tours if accompanied by an adult. Accompanying adults are charged the admission price of the museum in question. Weekend rates on request.

<sup>18</sup> No admission is charged for guided tours of the library.

<sup>19</sup> Fixed price and cancellation shall not apply on public guided tours.

<sup>20</sup> For inclusion centres and special schools instead of the fix charge a price per child is payable.

Fixed price for under 15 children / Cancellation <sup>19</sup>	45.00	
<b>Guided tours incl. workshops for children (ca. 90 minutes)<sup>17</sup></b>		
Min. 15 children, per child	5.00	-
Fixed price for under 15 children / Cancellation <sup>19</sup>	75.00	-
<b>Guided tours for students (plus admission, ca. 45 minutes)</b>		
Min. 15 students, per person	3.50	
Fixed price for under 15 students / Cancellation	50.00	
<b>Guided tours incl. workshops for students (ca. 90 minutes)</b>		
Min. 15 students, per person	5.50	-
Fixed price for under 15 students / Cancellation	80.00	-
<b>Special tours (ca. 45 minutes)</b>		
Guided tours outside opening hours (max. 25 persons, incl. admission)	800.00	-

**Guided tours online**

Online tour at time of your choice as a group of up to 30 persons (to be selected from the existing online tour programme, approx. 45 minutes)

School classes and groups of students / Cancellation	45.00
Groups of adults / Cancellation	75.00

Presentation of items (incl. admission, can be combined with guided tour, ca. 45 minutes)

Min. 15 children, per child	6.00	-	-	-
Fixed price for under 15 children / Cancellation	90.00	-	-	-
Min. 15 students, per person	12.00	-	-	-
Fixed price for under 15 students / Cancellation	170.00	-	-	-
Adults min. 10 persons, per person	17.00	-	-	-
Fixed price for groups of less than 10 / Cancellation	170.00	-	-	-

**Onsite activities at the House of Austrian History (hdgö)**

Service	Charge in €
<b>Guided tour for adults (approx. 90 minutes)</b>	
Adults, min. 10 persons (plus admission)	4.00

Fixed charge for groups of fewer than 10 persons (plus admission) / cancellation charge	40.00
<b>Guided tour for school classes (approx. 90 minutes)</b>	
School-children, min 10 persons	3.00
Fixed charge for groups of fewer than 10 persons / cancellation charge	30.00
<b>Guided tour for students (approx. 90 minutes)</b>	
Students, min 10 persons (plus admission)	3.00
Fixed charge for groups of fewer than 10 persons (plus admission) / cancellation charge	30.00
<b>Short guided tours</b>	
<b>Themed workshops for school classes</b>	
2 hours, min 10 persons, per person	3.00
Fixed charge for groups of fewer than 10 persons / cancellation charge	30.00
3 hours, min 10 persons, per person	5.00
Fixed charge for groups of fewer than 10 persons / cancellation charge	50.00
<b>Themed workshops for students</b>	
2 hours, min 10 persons, per person (plus admission)	3.00
Fixed charge for groups of fewer than 10 persons (plus admission) / cancellation charge	30.00
3 hours, min 10 persons, per person (plus admission)	5.00
Fixed charge for groups of fewer than 10 persons (plus admission) / cancellation charge	50.00
<b>Themed workshops for adults</b>	
2 hours, min 10 persons, per person (plus admission)	6.00
Fixed charge for groups of fewer than 10 persons (plus admission) / cancellation charge	60.00
3 hours, min 10 persons, per person (plus admission)	8.00
Fixed charge for groups of fewer than 10 persons (plus admission) / cancellation charge	80.00
<b>Events, per person (irrespective of age)</b>	<b>free</b>

<b>Online activities (House of Austrian History)</b>	
<i>Service</i>	<i>Charge in €</i>
Online guided tours for adults (approx. 60 minutes), fixed charge	120.00
Online workshops for school classes (approx. 60 minutes), fixed charge	50.00

<b>Publications (postage according to postal rates, depending on size and weight)</b>	
Die Österreichische Nationalbibliothek	9.95
Das Globenmuseum	6.00
Das Literaturmuseum	24.90
Exhibition catalogues	See notice board

<b>Other products</b>	
Library plastic bag	3.00

**(E) Services for library or museum institutions**

	<i>Currency</i>	<i>Charge</i>
<b>Libraries, lending libraries</b>		
Inter-library lending		
Book inland per volume	Euro	2.20
Copies, inland, per every 5 pages	Euro	2.20
Book, foreign per volume	IFLA voucher	1.00 voucher
Copies		
1-10 pages	IFLA voucher	1.00 voucher
11-25 pages	IFLA voucher	1.50 voucher
16-20 pages	IFLA voucher	2.00 vouchers
from 21 pages	IFLA-Voucher	By agreement <sup>20</sup>

<i>Service</i>		<i>Charge in €</i>
<b>Museum, Exhibitions</b>		
Loans		
Loan items		
Up to 10 objects <sup>21</sup>		Min. 180.00
from 11 objects plus per object		54.00
Restauration of loans		
Restauration fees per hour		54.00
External restoration		Charged separately
Courier delivery		
Daily allowance	Euro	55.00
Flat rate per working day	Euro	180.00
Daily allowance in Vienna <sup>22</sup>	Euro	27,50
Flat rate per working day in Vienna	Euro	90,00
Hotel and travelling expenses	Euro	In the actual amount

<i>Service</i>		<i>Charge in €</i>
Per frame up to size 50x40 (up to 2.000 cm <sup>2</sup> )	Euro	54.00
Per frame up to size 80x100 (up to 8.000 cm <sup>2</sup> )	Euro	86.00
Per frame > 80x100 (> 8.000 cm <sup>2</sup> )		130.00
Production of book cradles (plastic, transparent) <sup>23</sup>		

<sup>20</sup> Use fees are charged for 21 or more copies

<sup>21</sup> Formula: Root of (insurance value of all items) x 5.

<sup>22</sup> Vienna city zone incl. 20 km from the city border.

<sup>23</sup> Book cradles become the property of the borrower.

(E) Services for library or museum institutions

Book cradle (book height less than 20cm)		40.00
Book cradle (book height 20 - 35 cm)		50.00
Book cradle (book height > 35 cm)		60.00
Reimbursement of costs for checking whether object can be loaned <sup>24</sup>		
from 30 objects		650.00
every additional object from 30		22.00

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<sup>24</sup> This fee is only charged if the loan agreement is not concluded.

## (F) Hiring of Austrian National Library premises

Service	Charge in € <sup>25</sup>
<b>Rooms (charge per day)</b>	
State Hall	By agreement
Aurum	
Camineum	3,800.00
Sala Terrena	3,050.00
Atrium	1,750.00
Augustiner wing	
Oratorium	2,550.00
Refectorium <sup>26</sup>	600.00
Van Swieten Hall	1,200.00
Lounge and Angel Room <sup>28</sup>	1.080.00
Augustiner Reading Room	Special agreement
Palais Mollard	
Salon Hoboken	2,350.00
Salon Coronelli	1,750.00
Salon Clary <sup>28</sup>	1,080.00
Loggia <sup>28</sup>	860.00
<i>Third-party services (separate invoicing)</i>	
Additional equipment, additional specialist and cleaning staff	By additional agreement
Setup or dismantling day	25 % of daily rent
Special guided tour of the State Hall as part of events (max. 25 persons, max. duration 45 min.)	260.00
Special guided tour of the Literature, Papyrus, Globes, Esperanto Museum (max. 25 persons, max. duration 45 min.)	210.00

	Rate in <sup>27</sup>
<b>Filming or photography by outside persons<sup>28</sup></b>	
Basic price	
During opening hours	
Flat rate for 3 hours	110.00
Every additional hour	54.00
Outside opening hours, per hour	540.00
Surcharges for commercial purposes	

<sup>25</sup> All prices excl. 10% VAT.

<sup>26</sup> Rental only with other rooms

<sup>27</sup> All prices excl. 10% VAT.

<sup>28</sup> Subject to any authorisation that might be required (inquiries to kommunikation@onb.ac.at).

Photographs, up to 5 objects	540.00
Photographs, 6 or more objects	1,080.00
Photographs for advertising purposes	Separate agreement