

Regulations governing the use of the book locker at the University of Lodz Library from 30.11.2020

1. The book locker may be used by members of the University of Lodz academic community and alumni of the University of Lodz who have an active library account.
2. The book locker is open 24 hours a day, 7 days a week.
3. The book locker enables users to pick up books they have ordered or to return borrowed books.
4. Those using the book locker must have a valid electronic library card or a student card or a UŁ graduate card / UŁ graduate application.
5. Books can be ordered to the book locker from the closed bookstore and open access area, the descriptions of which can be found in the The Main Catalogue and Digital Card Catalogues.
6. Books exceeding the dimensions of the locker are not lent to the bookstore. If the dimensions of the ordered volume exceed the size of the book locker, the order will not be fulfilled.
7. Book orders can be placed 24 hours a day.
8. Orders are processed during the library's opening hours, excluding Sundays.
9. Orders placed after 7 p.m. will be fulfilled on the next library working day, except Sundays.
10. The reader will receive information about the processing of his/her order at the e-mail address in the library system.
11. The reader can collect the ordered books after receiving an e-mail notification from the library, confirming their availability in the book locker.
12. The reader is obliged to collect the ordered books or declare his/her resignation in collecting within 3 days of receiving the email confirming the order.
13. The reader authorises himself/herself in the library system by means of an electronic library card, student card or graduate card.
14. After authorisation, it is possible to collect books or return borrowed items.
15. At the time of collection, the number of books ordered must not exceed the remaining number of loans to which the reader is entitled according to his/her entitlement. Otherwise, the locker will not be opened and lending will be impossible.
16. When you return books a free locker is automatically opened. If the locker is damaged or dirty cancel the operation, close the locker and repeat the return procedure.
17. Placing books in the book locker does not mean that the books have been returned. The return of the books is made by a librarian after the books are delivered to the service desk in the Lending Library.
18. It is essential to close the locker after picking up the books or putting in the items to be returned.
19. Only books borrowed from the Main Library can be returned.
20. The return of the overdue books stops charging of payment, but does not exempt you from the obligation to pay the charged fees.
21. The failure of the book locker does not release from obligation to return the books on time.