

The municipal library of Aachen

... consists of a central library, 2 suburb libraries, a book bus and an online library.
In addition there are little branches at Bildchen, Walheim, Kornelimünster and Oberforstbach.

Opening hours of the central library, Couvenstraße:

Tuesday, Wednesday, Friday from 10:00 am until 06:00 pm

Thursday from 12:00 am until 07:00 pm

Saturday from 10:00 am until 02:00 pm

24/7 services in the annex of the central library: collection box of ordered media and return station

We are open for everyone, take take your time and have a look!

Overview of the collection:

- Books as well as listening books in German and in other languages.
- Language courses and audio-visual learning programs
- News-papers and magazines- also in 60 foreign languages, also in german : We have subscribed almost 200 magazines and news-papers.
- Music-CD's
- DVD's
- Notes
- Games
- Consol games
- On-lending: Free of charge online-Services: e-books, e-audios, e-music, e-magazines and news-papers
- Long-distance lending: We procure literature from other libraries which we have not in our stock.

Find out by yourself:

- WLAN access
- Press reader: digital international news-papers and magazines
- Coin paying copier and book scanner
- Brochures and information

Experiences:

- Different events for children and adults, particularly focused on lifelong learning, "e-book consulting hour" or „reading out hours for children"as well as guided tours
- Gaming and billiard-table for juveniles
- Dialogue in German © discussion group for immigrated persons
- Immerse into virtual worlds with the VR-glasses
- DigiBars for vinyl-records, music cassettes and private VHS-films
- You find our catalogue here: <https://webopac.stadtbibliothek-aachen.de/libero/WebOpac.cls>

Still questions? At the information places the library staff is gladly at service for you.

Access and use of the central library

The central library is barrier free. User with handicap can utilize a lift.

To lend media you need a library card which you receive at the Service Point. Please bring a valid identification document with your local residence address.

Visits are free of charge.

The most important fees:

The yearly usage fees amount to:

- For adults: 15.00 €
- For young adults age between 18 and 24 years as well as holders of "Aachen-Pässen" or comparable local reduction cards of other cities or municipalities and for honorary office cards: 8.00 €
- Children and juveniles up to the completed 18th years as well as charitable institutions are free of charge.
- In addition, or media which belong to the sector "Bestseller", lending fees of 2.00 € per specimen are charged.
- Daily readers pass (no lending-extensions possible): 3,00 €

Lending periods:

Books, listening books, notes, games:	28 days
Magazines, music-CD's, control desk games:	14 days

At excess of the lending period extra usage fees accrue!

*This is a short information, the topical usage regulations and scale of charges are valid
Version: 12/2022*

Instructions for use

Self-checkout: On the ground floor of the central library there are two devices where you can check out your media yourself, with a few marked exceptions. The booking tables are adjustable in height for your convenience. If you want to borrow media, simply press the green button “Borrow” on the screen, place your library card on the field in the middle, remove it again and then place the media individually on the field. In the case of multi-part media, please check that they are complete before you book them. Booking is done automatically via radio frequency technology (RFID). Press the “Done/Receipt” button on the screen to complete the/your update. You will receive a receipt on request

Return: On the ground floor you will find two return machines where you can return most media (with a few exceptions*) yourself. Please check multi-part media for completeness before placing them in the return machine. The connected sorting system ensures that the media arrive at the correct destination. When you are finished, please press the “Done” button. You will receive a receipt upon request.

Outside Services: Outside return and the pick-up station for ordered media are our outside services. They are located to the right of the main entrance to the Central Library. Access is only possible with a valid user card of the Aachen City Library. The external services are available 24 hours a day, 7 days a week. There you can return media as well as pick up reservations and reservations for which a fee is charged (with a few exceptions*). For security reasons, the area is under video surveillance.

Outside return: Please place a library medium on the shelf, then the flap opens and you can place the media (with a few exceptions*) one after the other, just as for return inside the Central Library. As soon as you have finished, the flap closes again. A receipt will be printed upon request.

Please return media from the district libraries or the bookmobile to the place where you borrowed them.

Pick-up station: The pick-up station is set up according to the principle of packing stations and allows you to pick up most media daily during the above-mentioned time. As soon as you have received information about the provision of your pre-ordered media, you can also pick them up in this area during the opening hours of the Central Library. To open the door, you will need a library card, which you should also hold in your hand when collecting the items. Then follow the instructions on the screen of the pick-up station. After removing the media from the collection compartment, please close the flap again. A receipt will be printed upon request.

Cash desk: Payment of all library fees is handled by a cash machine. This is only available during the opening hours of the Central Library. You will find the pay machine on the wall to the left of the service point. Cash and EC card payments are possible.

Drinks: Hot drinks are available from a vending machine on the ground floor.

Pre-booked media in standard format can only be borrowed via the pick-up station – within and outside the opening hours of the Central Library. If reserved media cannot be made available via the pick-up station, you will find a corresponding note on your reservation notification. You can then only pick up and then borrow these media during opening hours from the shelf for “pick-up orders” in the Central Library.

Fee-based reservations: If you are unable to borrow media available in the Central Library during opening hours, please call us (0241 432 38 690). For a fee of €1 per item and with a time advance, we will put them in the pick-up station for you, so that you can borrow them outside opening hours. Please note that not all media are available for this service.

Service point: The service point is the contact point for questions concerning the use of the library. Here you can register or book all media* that are excluded from self-booking. The same applies to the booking of interlibrary loan media. You can also buy cloth bags there. If you have placed a print order on the Internet PC, you will receive your printout here.

Cloakroom: With your user card, you can lock your personal belongings in pocket lockers for the duration of your stay at the public library.

Restrooms: In the entrance area, access to the restrooms is only possible with a valid library card.

* Special formats, media boxes and backpacks for books for institutions, board games, console games, Tonie figures and books from the magazine can only be borrowed and returned via the service point. Most of these media are marked with a corresponding sticker.