

THE ARTHUR W. DIAMOND LAW LIBRARY

435 West 116th Street ♦ New York New York 10027

SUBSCRIPTION SERVICE – SERVICES AND CHARGES

(January - December 2019)

Annual Fees Full Day \$5,800.00 - 9:30 am - 5:30 pm (Monday - Friday)
Half-Day \$4,000.00 - 9:30 am - 1:00 pm *or* 1:00 pm - 4:30 pm

Phone (212) 854-5445

Email firmserv@law.columbia.edu

Library Website <http://www.law.columbia.edu/library>

Library Catalog <http://pegasus.law.columbia.edu/>

Per-Page Fees

Book Scans	\$ 1.00
Fiche/Film Scans	1.50
PDF Downloads (1-20 pp.)	1.00
eFile (PDF Downloads 21-50 pp.)	20.00

*For downloaded PDFs 21-50 pages,
we charge a discounted fee of \$20.00.*

Research/Search Fees \$20.00 per 15 minutes.

Non-Law Library Books \$20.00 Retrieval Fee - *scans only - same day service is not always available.*

Rush Service \$20.00 - we should be able to complete scan requests and send them within one hour of cost approval/approval to proceed.

For same day service, rush fees are applicable to all requests approved less than one hour before the end of your firm's service period.

Inter-Library Loan Monographs (non-loose-leaf) 1 - 2 volumes

Reference materials, primary materials, serials, loose-leaves, and items from sets with 3 or more volumes are non-circulating and may not be loaned.

Loaning Period Two-week loan period, with a one week renewal (if no 'hold' has been placed)

Overdue Fines \$2.00 per day for first three weeks overdue
\$4.00 per day after three weeks, with \$200.00 maximum fine
\$2.00 [extra] per day for recalled or Reserve Collection titles

Reserve items with multiple copies are only available during the summer break, with Librarian approval, for a one week loan with no renewals.

Lost Book Fees Overdue fines, plus replacement and processing costs.

Library Access Six reusable passes are given to subscribers to use for firm-related purposes during regular library hours.

Please Note: The Law Library is registered with the Copyright Clearance Center. Charges noted here do not include royalty fees paid by the Library to the Center. These charges are passed on to the requestor.