

## **The toy library Zürich North (Ludothek Zurich Nord) General user Rules and Regulations**

### **1. How is the toy library organized?**

The toy library Zurich North is a non-profit organization. The staff works voluntarily. It is an association.

### **2. What is possible in our toy library?**

Games and toys can be borrowed at a reasonable fee. Children under 10 years must be accompanied by an adult.

### **3. What can you lend?**

Blocks, baby walkers, construction toys (Duplo, Kapla etc), board games, puzzles, role play, outdoor games, vehicles, action games, play materials for festivals, big games, juggling material, musical instruments, educational games etc.

### **4. Who can come to the toy library?**

From the toy library can benefit all, who like to play: young children, school children, teenagers, adults, families, institutions, schools etc.

### **5. Lending Terms**

<i>Annual subscription</i>	<i>CHF 90.00</i>	<i>5 games including</i>
<i>Half yearly subscription</i>	<i>CHF 50.00</i>	<i>5 games including</i>

The subscription fees are non-refundable.

The borrowed games are intended for personal use and may not be passed on to third parties.

For association-, companies- or similar events a separate subscription is needed or to make a single rental.

Special Occasion / Single rental

It is possible to borrow games without annual subscription for a special occasion.

Onetime rental fee CHF 30.00 for a maximum of 8 games (1 week rental period).

### **6. Lending period**

The lending period is four weeks.

One time extension is possible four more weeks, if there is no other reservation.

### **7. Reservations**

Games can be reserved for CHF 2.00 per game. For major events, etc. a maximum of CHF 10.00 will be charged. Reservation fees must be paid in advance.

### **8. Reminders**

First Reminder: CHF 5.00

Second Reminder: CHF 10.00 after one week

Third Reminder: CHF 15.00 plus rental fee

### **9. Return / control**

Games need to be controlled by the toy library user upon receipt.

Any defects must be reported within 48 hours. The toys are to be returned on time, clean

and complete. In case of loss or damage, the damaged articles have to be replaced; at least CHF 5.00 will be charged per game for replacement.

Rules for Playmobil: CHF 5.00 for one missing part. For each additional missing part in addition CHF 2.00 will be charged.

CHF 5.00 is the fee for cleaning the toys.

The fees must be paid in cash.

#### **10. Liability**

The Ludothek is not liable for damages or injuries associated with the games. The children are under the responsibility of their parents or companions.

#### **11. Opening times**

Wednesday	14.00 hours to 17.00 hours
Friday	16.00 hours to 19.00 hours
Saturday	09.00 hours to 12.00 hours, once a month.

During school holidays, the toys library remains closed.

The users of the toys library are requested to report changes of address.

The toys library reserves the right to exclude users who do not keep the rules.

We welcome your comments and suggestions.

#### **12. Address**

Ludothek Zürich Nord  
Zentrum ELCH-Frieden  
Wehntalerstrasse 440  
8046 Zurich  
Phone 044 309 18 11 (during opening times)  
E-mail: [info@ludothek-zuerich-nord.ch](mailto:info@ludothek-zuerich-nord.ch)  
Homepage: [www.ludothek-zuerich-nord.ch](http://www.ludothek-zuerich-nord.ch)