

REPRODUCTIONS FOR STUDY OR RESEARCH PURPOSES

PHOTOCOPIES: the reproduction in photocopy of modern books is allowed, complying with the current law regulations (L. 633/1941 and further modifications), and provided that the procedures are appropriate to ensure the conservation of materials.

Inside the library: B&W photocopier self-service (service provided by a firm): re-usable 'count-down' card. To obtain permission of copy, ask for the authorization at the lending desk.

From off the library: ask for quotes to Reference service. Prepayment is required, on post account or bank transfer; when the receipt is sent via email, fax or email, the copies are shipped by mail.

DIGITAL PHOTOS AND SCANS: are set up inside the Library. Service with charge.

FOR PUBLICATION AND COMMERCIAL PURPOSE

The permission is granted by the library director, according to current law regulations (D. Lgs. 68/2003; D. Lgs. 42/2004, art. 107). Information about rules and charges in Manuscripts reading room or by email.

HOW TO GET

From Railway Station – by walk (km 1,5) heading to Corso del Popolo, then to Corso Garibaldi, to left Riviera Ponti Romani, cross Galleria S. Bernardino and enter via S. Biagio – by TRAM SIR1 direction south capolinea GUIZZA, get off at PONTI ROMANI, cross Galleria S. Bernardino and enter via S. Biagio

by car from Autostrada A4 (exit Padova Ovest) enter via Po, go on Cavalcavia Camerini, Car park in via A. da Bassano (charge due); tram station in piazzale Borgomagno.

WHEN YOU ENTER

- ✓ Store bags, backpacks, PC/tablet's covers, folders and container of any kind in the lockers (free service, key operated service); clear plastic bags are available for free inside use; large items of luggage or other belongings exceeding the locker size not allowed
- ✓ pick up and fill in the 'carta d'entrata' (i.e., day access pass)
- ✓ no food or beverages; allowed to bring in bottled water, except in Manuscripts Reading Room
- ✓ the entire Library is a no-smoke area; phone call and any other activity but study not permitted
- ✓ no pets or animals allowed, except trained animal for people with disabilities

WHEN YOU LEAVE

- ✓ free the locker; give back the key and the "carta d'entrata"

FREE Wi-Fi

Eduroam Wi-Fi signal in all areas



CONTACTS

BIBLIOTECA UNIVERSITARIA DI PADOVA

via s. Biagio, 7 – 35121 Padova

☎ 049.8240211 – fax 049.8762711

e-mail bu-pd@cultura.gov.it

PEC: bu-pd@pec.cultura.gov.it

OPAC CATALOGUE <https://galileodiscovery.unipd.it>

Lending service

049.8240221 bu-pd.prestitolocale@beniculturali.it

For renewal only by phone or web area. No e-mail.

Interlibrary loan/document delivery

049.8240224 bupd.illsbn@cultura.gov.it

Reference service, photocopies

049.8240228/249 info.bupd@cultura.gov.it



QUICK GUIDE TO SERVICES

The **BIBLIOTECA UNIVERSITARIA DI PADOVA** is a state public library under the authority of the **Ministry of Culture**. It was founded in the year 1629 as the library of the University of Padua, whose holds significant historical evidences. The library is accessible by everyone and cooperates to the local library system. The collection contains over 700,000 works, among them 2,758 manuscripts, 1,589 incunabula, about 10,000 16th century editions.

GENERAL OPENING HOURS

Monday	8:25 - 19:25
Tuesday	8:25 - 19:25
Wednesday	8:25 - 19:25
Thursday	8:25 - 19:25
Friday	8:25 - 19:25

The ring of a bell indicates closing operations start; please cooperate in giving back items you requested and in preparing to leave promptly. Check the website and Facebook page for occasional or seasonal variations (Easter, summer, Christmas time)

CONSULTATION AND BORROWING / LENDING DESK

Items for consultation or borrowing provided no-stop:

Monday	8:25- 19:00
Tuesday	8:25- 19:00
Wednesday	8:25- 19:00
Thursday	8:25- 19:00
Friday	8:25- 19:00

Application for library card and card renewal.

Number of borrows: up to 2 works, and a total of 4 items; are excluded books printed before 1900; manuscripts, rare books; in bad conditions, miscellanies, journals, reference material, etc.

Loan lasts: 30 days. Renewal: 1, of 30 days; you can request it the last day, at the lending desk, or by phone, or operating in the web area "My library card". No renewal is possible for overdue items, or if another borrower has requested the item.

The use of the items checked out is not-transferrable. In case of overdue materials, the borrower is immediately suspended from the service; in case of damaged (even with marks) or loose item, a replacement copy or an amount of money for the purchase is due.

APPLICATION FOR LIBRARY CARD

In order to apply for the library card, you need:

1- resident citizens in Veneto region passport-size photo (in colours or B/W; also on common paper) and valid ID (passport, driving licence...);

2- residents in other Italian regions, Republic of S. Marino, Vatican City, EU countries, ALSO documentation about your study or research needs (student card, employment contract...), and about your stay (hall of residence, apartment...) in Veneto;

3- non-EU national, ALSO permesso di soggiorno (residence permit) granted by a Questura in the Veneto region.

The library card must be presented at every request of borrowing. The expiry date is at the end of your study, research or work period, and in any case no more than 12 months.

REFERENCE SERVICE

Monday	8:30- 14:00
Tuesday	8:30- 14:00
Wednesday	8:30- 14:00
Thursday	8:30- 14:00
Friday	8:30- 14:00

Help in finding information through catalogues, bibliographic tools and repertories about modern books and periodicals (finding of works, articles, etc.). 3 dedicated computers for resources on Internet, databases and electronic journals. Print is available with charge. Workstation "Postazione Libro Parlato Lions" for visually impaired

INTERLIBRARY LOAN

Borrow of works not held in the library: request for items and photocopies from other libraries in Italy and abroad. Service submitted to charge: cost, methods of payment, length of borrow are determined by the lending library.

Monday	8:30- 13:30
Tuesday	15:00- 18:30
Wednesday	8:30- 13:30
Thursday	15:00-18:30

MANUSCRIPTS AND RARE BOOKS READING ROOM

Open for study as the general opening hours. Fetching of items from repositories:

Monday	10:00 - 17:00
Thursday	10:00 - 13:30
Wednesday	10:00 - 13:30
Thursday	10:00 - 17:00
Friday	10:00 - 13:30

Access restricted to patrons who wish to study manuscripts, old and rare books; a valid ID is required. Reference and help on scholars about the old material. PCs sockets. Microfilm reader. Booking highly recommended.



Detail of an illuminated manuscript, holding postillae; at right, library stamp dating back to asburgian era

GENERAL CONSULTATION ROOM

Reading and consultation in according to main opening hours. 24 study places. Encyclopedias, dictionaries, repertories, reference works, located by subject on open shelves. Reading of works and journals for consultation. Sockets for PCs.

READING ROOM

Study and consultation as the general opening hours. 104 study places. Study of books and journals for inside consultation. Reading of your own books. PC sockets.



The Reading room sometimes holds classes, meetings and exhibitions.