

Information on Okayama City Libraries

Welcome to library

- * Okayama City Libraries strive to be helpful in the daily lives of citizens by providing access to picture-card shows and AV materials such as videos and CDs, in addition to books, magazines and newspapers. Libraries serve citizens of all ages, from infants to the elderly.
- * Use of libraries is **free** of charge.

1) To borrow materials (books, AV materials, etc.)

- * We will make library cards.
Anybody who lives in Okayama City, and commutes to/from work or school is eligible to borrow library materials.

2) Library Card

- * The Library Card can be used at any library; Central, Saiwai-cho, Urayasu Sogo Park, Ishima, Takebe-cho, Mits, Seto-cho, Nadasaki, mobile and Saidaiji Ryokka Park libraries.
- * The Library Card can be used for many years. Do not soil, bend or fold it. Please handle it with care.
- * If you lose your Library Card or if you change your address or phone number, please contact your library promptly.

3) When borrowing library materials

- * Please bring the materials you want to borrow to the counter together with your Library Card.

Books, cassette tapes, etc.

- * You can borrow as many books as you can finish reading before the due date, which is **2 weeks** from the time the books are borrowed (in case of mobile libraries, by the next visit).
- * If you contact the library, you can extend the due date once only for 2 weeks (however, if the book is already on the waiting list, request for extension is not accepted).

AV materials such as videos and CDs

- * You can borrow up to 5 CDs, and up to a total of 5 video-tapes, DVDs and laser discs, each with the due date two weeks from when the materials are borrowed (the due date cannot be extended).
- * Saiwai-cho Library has DVDs in addition to CDs and video tapes in its AV section on the 3rd floor.

* If you keep materials past the due date, your borrowing privileges will be restricted.

* Library materials are important properties of all citizens of Okayama City. If you damage or lose library materials, you may be required to pay for them.

4) Returning the materials

- * The Library Card is not necessary when returning borrowed materials.
- * Borrowed materials can be returned to any Okayama City Library.
- * On days when libraries are closed, please return the materials to the return box.

5) Reservation Service

* If you cannot find a particular book that you want to read, you may make a reservation for it.

We will contact you when

- the book is returned.
- the book arrives from another library.
- we purchase the book.

6) Book information & research

* Librarians will help find necessary data and information on books, search items and research. Feel free to ask the librarians for assistance.

7) Providing information via internet

<http://www.ocl.city.okayama.jp> (in Japanese)

* Information on book searches and special events are provided via the library website.

* If you register your password, you can make a reservation for library materials and confirm your borrowing and reservation status via the internet (Application required in advance of coming to the library).

8) To make copies

* For library materials only, you can make copies at actual cost within the limits of copyright (except for Ashimori Library and Ishima Library).

9) For visibly and physically disabled persons,

* Recorded books and books with large characters are available.

* Free mail lending service of recorded books and face-to-face reading service are available.

* Book home delivery service is available.

10) Events

* Various events are held, such as readings of picture books, hours for storytelling and picture-card shows, puppet plays and movie hours.

11) Other services

* Mobile library service by special wagon.

* Book lending services at the library section of community halls.

12) Library Address and Phone Number and holidays and business hours

(Central Library)

* Address : 56 Futsukaichi-machi, Kita-ku, Okayama City 700-0843

* TEL : 086-223-3373

* FAX : 086-223-0093

* Library holidays : **Monday**

* Business hours : **10:00 - 18:00, Thu: 11:00 - 19:00**

(Saiwai-cho Library)

* Address : 10-16 Saiwai-cho, Kita-ku, Okayama City 700-0903

* TEL : 086-234-5188

* FAX : 086-234-5189

* Library holidays : **Mon, every 2nd Sunday, National Holidays**

* Business hours : **Tue to Fri: 10:00 - 20:00, Sat & Sun: 10:00 - 18:00**

(Urayasu Sogo Park Library)

* Address : 493-2 Urayasuminami-machi, Minami-ku, Okayama City 702-8024

* TEL : 086-265-6141

* FAX : 086-265-6141

* Library holidays : **Mon, every 2nd Sunday, National Holidays**

* Business hours : **10:00 - 18:00**

(Ashimori Library)

* Address : 718 Ashimori, Kita-ku, Okayama City 701-1463

* TEL : 086-295-1942

* FAX : 086-295-1942

* Library holidays : **Wed, National Holidays**

* Business hours : **10:00 - 18:00, Sun: 10:00 - 17:00**

(Ishima Library)

* Address : 2-9-38 Ishima-cho, Kita-ku, Okayama City 700-0016

* TEL : 086-253-0822

* Library holidays : **Mon, Wed, every 2nd Sunday, National Holidays**

* Business hours : **10:00 - 18:00**

(Takebe-cho Library)

* Address : 830-1 Takebe-cho Fukuwatari, Kita-ku, Okayama City 709-3111

* TEL : 086-722-4555

* FAX : 086-722-4550

* Library holidays : **Mon, every 2nd Sunday, National Holidays**

* Business hours : **10:00 - 18:00**

(Mitsu Library)

* Address : 1629 Mitsu-ugaki, Kita-ku, Okayama City 709-2121

* TEL : 086-724-1712

* Library holidays : **Mon, every 2nd Sunday, National Holidays**

* Business hours : **10:00 - 18:00**

(Seto-cho Library)

* Address : 188-2 Seto-cho Shimo, Higashi-ku, Okayama City 709-0856

* TEL : 086-952-4531

* FAX : 086-952-4531

* Library holidays : **Mon, every 2nd Sunday, National Holidays**

* Business hours : **10:00 - 18:00**

(Nadasaki Library)

* Address : 186 Nadasaki-cho Kataoka, Minami-ku, Okayama City 709-1215

* TEL : 086-362-5277

* FAX : 086-362-1609

* Library holidays : **Mon, every 2nd Sunday, National Holidays**

* Business hours : **9:00 - 17:00**

(Saidaiji Ryokka Park libraries)

* Address : 1-2-3 southern, ,Saidaiji, Higashi-ku, Okayama city, 704-8117

* TEL : 086-943-2298

* FAX : 086-943-2298

* Library holidays : **Mon, every 2nd Sunday, National Holidays**

* Business hours : **10:00 - 18:00**

※ If any of the above-mentioned library holidays fall on a national holiday, the library will be also closed on the next day. Other library holidays: the year-end and New Year holidays (Dec. 28 - Jan. 4) and inventory days.

Okayama City Central Library

56 Futsukaichi-machi, Kita-ku, Okayama City 700-0843

Phone: 086-223-3373 Fax: 086-223-0093