

## **Guidelines on how to replace lost books in the Research Library of Tomsk State University**

In accordance with the “Research Library rules”, the reader who has lost or damaged a library book should compensate the damage: replace the lost or damaged item with the same or equivalent one (in printed or electronic form), otherwise pay the replacement cost.

Note: the replacement cost is based on the purchase price of the item and adjusted annually.

Single (“red”) copy can be replaced by an identical item – printed or electronic one (PDF format).

If the library book is lost, the reader should immediately contact the librarian of the Department where he was given this book, and agree on replacement terms.