



You can log in to MyLibrary at our website to manage your library account.



## Checking your current status.

You can see the list of materials you have checked out, and the list of materials you have placed a hold.



## Renewal

You can renew the loan period once per item.



## Naxos Music Library

Online music streaming service



## KinoDen Digital Library

Digital books

### ■ Notification

We will send you due date notifications and catalog notifications if you wish.

### ■ Creating a booklist

※You will need a library card and a password for this service.



GIFU PREFECTURAL  
LIBRARY  
岐阜県図書館

4-2-1 Usa, Gifu-shi, Gifu-ken 500-8368

TEL: 058-275-5111 FAX: 058-275-5115

E-mail: library@library.pref.gifu.jp

URL: https://www.library.pref.gifu.lg.jp

### Opening Hours

Tuesday - Friday / 10:00 — 20:00

Weekends & Holidays / 10:00 — 18:00

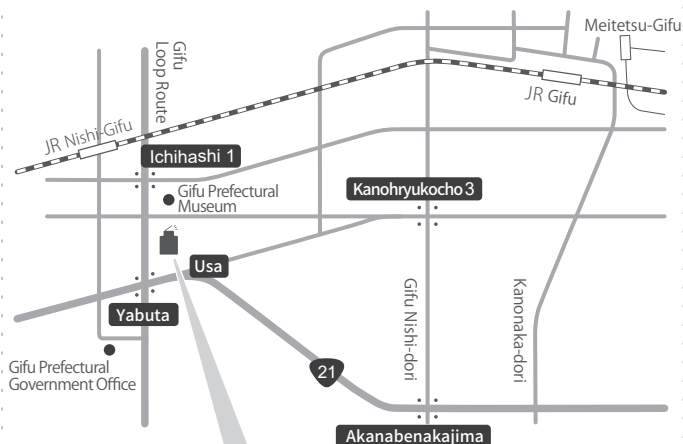
### Closed Day

Mondays (If Monday is a holiday, the following day)

Final Friday of every month

End of year holidays

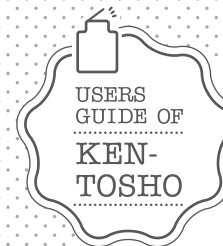
Book checks



15-minute walk from JR Nishi  
Gifu station

Gifu bus (From JR Gifu station)

Take W15 for Ichihashi, get off  
at "Kenbijutsukan"



GIFU PREFECTURAL  
LIBRARY

岐阜県  
図書館

USERS  
GUIDE

English

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## Circulation Services



### Library Card

You will need a library card to check out materials. Please fill out the application form and submit it with your ID card. Library card is valid for 5 years.

ID card

It should be something with your current address.



### Borrowing

Take your library card and the materials you want to check out to the Circulation Desk. You may also use self-checkout machines in front of the Counter 1.

Loan Period

For 3 weeks, up to 10 items (You may take up to 3 of each of the following: AV materials, large picture books, and large kamishibais)

※ There are some that you cannot check out.



### Returning

Bring materials to the Circulation Desk. When the library is closed, please use the book drop located near the main entrance.

※ Do not use the book drop for the following materials:  
AV materials, large picture books, large kamishibais and materials borrowed from other libraries.



## Searching



### Finding materials

To find a material you want, use the library's online catalog at the library or the library website.



### Database

We have various research databases.

News articles

Marketing

Business

Law



### Reference Services

We will help you find necessary books for your study. Inquires may also be made by phone, e-mail, FAX and mail.

For children's books

→ go to Counter 1 (1F)

For general inquiries

→ go to Counter 2 (1F)

For materials relating to Gifu and maps

→ go to Counter 3 (2F)



## Other Services



### Photocopying

You can make photocopies of library materials within the limits of copyright law.

Fees: 10 yen for black & white, 50 yen for color.



### Reservation

You can place a hold for up to 5 items at the library's website, at library search station, or at Counter 2.

※ If you have overdue materials, you cannot place a hold.



### Books not at our library

If a book you are looking for is not at our library, we will do our best to provide it for you, either through borrowing it from another library or purchasing it.



### Returning at your local libraries

If you are a resident outside of Gifu area, you may return books at your local libraries.