



International Federation of
Library Associations and Institutions



e IFLA Voucher Programme
Payment System for
International Interlibrary Transactions

The IFLA Voucher Programme makes it easy for you to pay for your International Interlibrary requests, by using a voucher instead of real money.

How does it work?

The voucher is a reusable plastic card which represents a standard payment for one transaction. Vouchers have unlimited validity and can be reused any number of times.

- Libraries purchase a supply of vouchers from IFLA.
- Vouchers are available in 2 values
 - Full vouchers** € 8.00
 - Half vouchers** € 4.00
- Supplying libraries are encouraged to accept a standard payment of one voucher for one loan or photocopy of up to 15 pages, but are still able to charge less or more than this if they wish to do so.
- The supplying library accepts the voucher(s) as payment for the transaction.
- Libraries which supply more items than they request can redeem their excess vouchers with the IFLA HQ.

What are the benefits?

Apart from the initial purchase and the final redemption, the Voucher Programme eliminates all financial elements when paying for international transactions.

- No bank charges for either requesting or supplying library.
- No money lost in international exchange rates
- No need for invoices, therefore reduced administration costs.
- Libraries can retain vouchers for reuse at a later date.

- Libraries are encouraged to offer an effective ILL service in order to “earn” vouchers.

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How you place an order

- Request a pro-forma invoice via:
 1. Fax +31 70 383 4827
 2. email: voucher@ifla.org
 3. Mail: IFLA HQ
PO Box 95312
2509 CH The Hague
NETHERLANDS

Payment Details

- Payment must be in EUROS
- Prepayment is required
- Wire transfer Information:

Account Name: IFLA

Account Number: 129938416

Swif (BIC) code: RABONL2U

IBAN: NL23RABO 0129 9384 16

Bank Name: RABO Bank

Bank Address:

Bezuidenhoutseweg 5

2504 AB T eHague

Netherlands

Further details are available from IFLA Headquarters

If you have any questions or comments about the VoucherProgramme, we would be

How to Redeem

If you receive more vouchers than you can reuse you may mail your vouchers to IFLA HQ for redemption.

There is a € 15.50 Handling fee for each redemption. Redemption payments are made by wire transfer. Please include the following information with your vouchers:

Bank name and Address

Name on account

Account number

Swif (BIC) number

IBAN (Europe only)



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