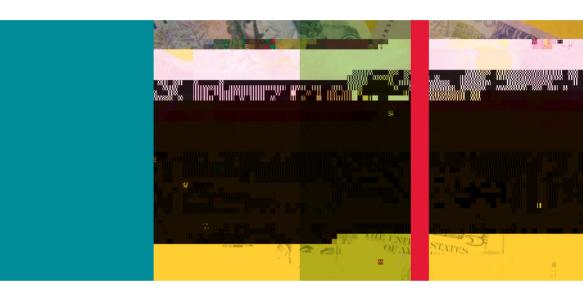


International Federation of Library Associations and Institutions



e IFLA Voucher Programme Payment System for International Interlibrary Transactions

e 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?

e 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.
- T e 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 bene ts?

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

- No bank charges for either requesting or supplying library.
- Nomoneylost 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 of er an ef ective 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 703834827
- 2 email: voucher@ifa.org
- 3 Mail: IFLA HQ

PO Box 95312 2509 CHT e 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: NL23 RABO 0129938416

Bank Name: RABO Bank

Bank Address:

Bezuidenhoutseweg 5 2594 ABT e Hague

Netherlands

How to Redeem

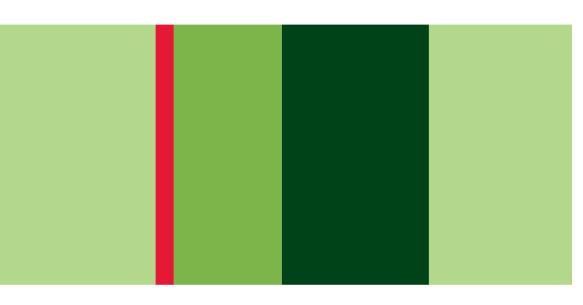
If you receive more vouchers than you can reuse you may mail your vouchers to IFLA HQ for redemption.

ere 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)

Further details are available from IFLA Headquarters

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



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