

99077020063000, 99077020063000

Library card: Show loss

Heruntergeladen am 25.05.2025

<https://fimportal.de/xzufi-services/126875860/L100027>

Modul	Sachverhalt
Leistungsschlüssel	99077020063000, 99077020063000
Leistungsbezeichnung I	Library card: Show loss
Leistungsbezeichnung II	
Typisierung	4a - Land: Regelung und Vollzug, 4b - Land: Regelung und Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Mecklenburg-Vorpommern
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Kultur (077)
Verrichtungskennung	Sperrung (063)
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	23.05.2023

Modul	Sachverhalt
Fachlich freigegeben durch	Ministry of Science, Culture, Federal and European Affairs Mecklenburg-Vorpommern
Handlungsgrundlage	
Teaser	Report a lost library card immediately so that it can be blocked.
Volltext	Please inform your library of the loss of your library card as soon as possible. Your card will then be blocked for borrowing immediately. Until you report the loss, you are liable for any misuse of the card. A replacement card will be issued to you on request against payment of a fee. Please note: The validity of the replacement card is limited in time (e.g. 12 months), so you will have to apply for an extension if necessary.
Erforderliche Unterlagen	• Valid identity card or passport with a current registration certificate from the responsible registration office or other official identification with residence details
Voraussetzungen	• Reporting the loss of a library card
Kosten	
Verfahrensablauf	If you have lost your library card: • Report the loss of your library card to the library immediately. • The library card will be blocked or invalidated immediately. • Pay the fee for the issue of a replacement card. • You will then receive the replacement card immediately on site or by post within a few days. Please note: If you do not report the loss of your library card, you will be personally liable for any resulting damage. The replacement card remains the property of the library and is not transferable to other persons.
Bearbeitungsdauer	• In person on site: about 15 minutes • by post:

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	maximum 10 days
Frist	• maximum 4 days
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	• Library card blocking • by the library immediately after notification of loss • From this point on, the card is invalid for all further loans or access to all library services • Personal liability until the loss is reported in the event of misuse • A replacement card can be issued for a fee upon request • Responsible: respective library
Ansprechpunkt	
Zuständige Stelle	In Mecklenburg-Vorpommern there are numerous libraries as municipal institutions as well as the state library. • If you would like to report the loss of your library card for the state library, click on "Continue with **state library**". • If you would like to report the loss of a library card for a municipal library, click on "Continue **with municipal library**". https://mv-serviceportal.de/leistung/?leistungId=126875860&kategorieId=133649602 https://mv-serviceportal.de/leistung/?leistungId=126875860&kategorieId=133649601 https://mv-serviceportal.de/leistung/?leistungId=126875860&kategorieId=133649602 https://mv-serviceportal.de/leistung/?leistungId=126875860&kategorieId=133649601
Formulare	• Forms: Registration form • Online procedure possible: partially • Written form required: partly • Personal appearance required: partly

Modul	Sachverhalt
Ursprungsportal	Bibliotheksausweis: Verlust anzeigen, Library card: Show loss