If you need items that are not held by university library Schmalkalden within a few days, please use the much more expensive document delivery services.

- subito: subito-doc.de
- TIB document delivery: tib.eu

The document delivery services require a personal registration. You may choose an address to which the books or articles will be sent. All costs must be paid by you.

You will find information about the cost and shipping conditions on the websites of the document delivery services.

### Opening hours:

<table>
<thead>
<tr>
<th>Period</th>
<th>Monday - Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture period</td>
<td>9.00 am - 8.00 pm</td>
<td>9.00 am - 3.00 p.m.</td>
</tr>
<tr>
<td>Last lecture week and examination period</td>
<td>9.00 am - 8.00 pm</td>
<td>9.00 am - 8.00 pm</td>
</tr>
<tr>
<td>Non-lecture and examination-free period</td>
<td>9.00 am - 5.00 pm</td>
<td>9.00 am - 3.00 pm</td>
</tr>
</tbody>
</table>

### Contact:

- **Interlibrary Loan (ILL):** Christine Mäder  
  Tel. +49(0)3683 688-1604  
  bibfernleihe@hs-schmalkalden.de

- **Reference desk:** Tel. +49(0)3683 688-1785

- **Head librarian:** Christine Gensler  
  Tel. +49(0)3683 688-1600

### Physical address:

- **Bleichhammer, Haus I**  
  98574 Schmalkalden
- **PF 100452 und 100465**  
  98564 Schmalkalden

- **Phone:** +49(0)3683 688-1785  
- **Fax:** +49(0)3683 688-1923

- **Email:** bibliothek@hs-schmalkalden.de

- **Website:** hs-schmalkalden.de/bibliothek
A renewal may be requested by phone, email or in person (see "Contact" in the flyer).

You will receive an email letting you know whether a renewal has been granted, with the new due date if the renewal has been approved.

Loans requested on Interlibrary Loan will arrive in about 2-3 weeks.

You will receive an email when the loan has arrived.

For collecting your loan you need your thoska-card and possibly money for postage or copy costs.