

WELCOME TO THE SAITAMA PREFECTURAL LIBRARIES

English version

The Saitama Prefectural Libraries are free of charge in principle and available to all.

The libraries respect the privacy of users.

You are free to use books, newspapers, magazines and the like on the open shelves.



Kobaton

There are two prefectural libraries in Saitama Prefecture. Each library collects materials of different fields.

Kumagaya Library: Philosophy, Religion, History, Geography, Social Sciences, Industry & commerce, Saitama local media, Multilingual reading materials and 16mm films.

Kuki Library: Science, Technology, Art, Language, Literature, Braille books, Recorded materials for the visually-challenged and Children's books.

HOURS 9:00~19:00 (9:00~20:00 Jun.~Sep.)

9:00~17:00 (Children's Library , Urawa Bunshitsu (circulation point))

9:00~17:00 (Saturday, Sunday and National holiday)

CLOSED Monday except national holiday or Prefectural Citizen's Day.

Tuesday if Monday is an opening day (national holiday or Prefectural Citizen's Day).

The fourth Friday of each month ---except July and August.

If the 4th Friday is a national holiday, the library will close on the Thursday and open on the national holiday Friday.

The end and beginning of the year (Dec. 29 to Jan. 3).

Spring and fall special inventory periods.

Urawa Bunshitsu (circulation point) :

The closing days of Saitama Prefectural Archives

The fourth Friday of each month (If the 4th Friday is a national holiday, the library will close on the Thursday and open on the national holiday Friday.)

HOW TO CHECK OUT LIBRARY MATERIALS

Please fill out the Application Form for a library card and bring in a piece of identification, which proves your name and address, such as a Residence Card, a Health Insurance Policy, a Drivers license or the like, to the counter when you borrow materials for the first time. Anyone may borrow up to 10 books or magazines and 5 audio-visual items for a period of 15 days.

If you wish to keep the materials beyond the due date, please bring them to the counter or call us within 15 days. The library staff needs the title of the material you would like to renew and your library card number. When the materials have not been reserved for others, they may be renewed only once.

HOW TO RETURN LIBRARY MATERIALS

Please bring the library materials to the counter by the due date. When the library is closed,

you may slip the materials into the book drop at the entrance. You can also return them by mail. Please return Audio-visual items directly to the circulation desk as possible. When it is unavoidable for you to return CDs, DVDs or video tapes into the book drop, it can be made only if they are wrapped in the provided bubble wraps or soft materials.

You can return the materials you borrowed at the Prefectural library to any of the Saitama Prefectural Libraries (Kumagaya library, Kuki library or Urawa Bunshitsu (circulation point)).

Library users who have long overdue library materials will be suspended from reserving or borrowing any library materials.

HOW TO SEARCH FOR LIBRARY MATERIALS

You may search for library materials using the Online Public Access Catalog (OPAC), Internet, and mobile phone.

If the materials are not in the library or out on loan, you may ask us to order them.

REFERENCE SERVICES

Please feel free to ask the librarians for assistance when you are looking for materials or information.

You may ask us for information for research and study purpose by e-mail.

* We are not allowed to answer special questions about law and medical science.

INTERLIBRARY COOPERATION ACTIVITIES

Among the public libraries in Saitama prefecture, interlibrary loans and exchanges of information and so on are carried out. You may use the materials of Saitama Prefectural Libraries at the library in your neighborhood by no charge.

PHOTOCOPY SERVICE

You may photocopy the materials in the library within the limitations of Copyright Law.

The charge for one black & white photocopy is 10 yen, a color photocopy is 30 yen per sheet.

Please fill out the Application Form at the counter before you photocopy.

You are not permitted to photocopy your own materials in the library.

OTHER

Saitama Prefectural Libraries have reading services by appointment for the visually-challenged.

REQUESTS FROM THE LIBRARIES

Please handle the library materials carefully. If you soil, break or lose any library materials, you are required to replace them.

NEWSPAPERS AND MAGAZINES

The newspapers cannot be taken out of the library. You can borrow the back numbers of the magazines issued in the last 2 years.

List of foreign newspapers

Language	Name of news papers	Location
Simplified Chinese	人民日报北京版	Kumagaya

Traditional Chinese	留学生新聞 (Traditional Chinese and Japanese)	Kumagaya
Korean	조선신보 (朝鮮新報), 동아일보 일본판 (東亜日報日本版), 노동신문 (勞働新聞), Asia 觀光經濟新聞	Kumagaya
English	Asahi Weekly, International New York Times, The Japan Times, The Japan Times on Sunday, Mainichi Weekly, The New York Times Weekday ed.	Kumagaya
	The Japan news	Kuki
French	Le Monde	Kumagaya

List of foreign magazines

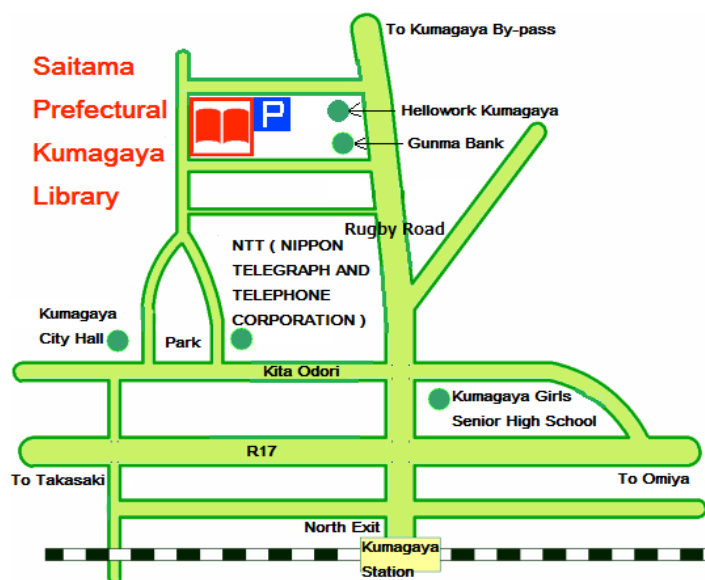
Language	Name of magazines	Location
Simplified Chinese	中国烹饪, 中华武术, 人民文学	Kumagaya
Traditional Chinese	亞洲週刊	Kumagaya
Korean	월간조선 (月刊朝鮮), 그루터기 (쿨트기)	Kumagaya
English	Bloomberg Business Week, Car and Driver, The Economist, Foreign Affairs, Fortune, Global environmental research, International Preservation News, Japan railway & transport review, Japan review, Japanese journal of European studies, Journal of rural medicine, Korea and the world economy, Library Journal, The Library Quarterly, Nature, The New Yorker, Popular Science, Progress in Informatics, Scientific American, Taiwan Review, Time, Vogue, Zoological Science	Kumagaya
	Bulletin of the Center for Children's Books, The Horn Book magazine	Kuki
German	Der Spiegel	Kumagaya
French	France Japon Eco	Kumagaya
Spanish	Kyodai	Kumagaya
Portuguese	Casa e jardim, Claudia, Veja	Kumagaya

Information papers from city hall and international associations

Location: Kumagaya

Name of papers	Language	Publishers
Tomo×Tomo	Japanese, Chinese, Korean, English	Kawaguchi city Cooperative promotion department symbiosis person in charge of multi cultures
Friendship news	Japanese	Saitama International Association
Hello Friends	Japanese	Fujimino International Cultural Exchange Center
Hello Corner News	Chinese, English, Japanese, Spanish, Portuguese	Jichishinko-ka, Ageo City
HIFA News Letter	Japanese	Hidaka International Friendship Association
Information Fujimino	Japanese, Chinese, Korean, Filipino, English, Spanish, Portuguese	Fujimino international cultural exchange center
IRUMA COM+COM	Chinese, English, Spanish, Portuguese	Iruma City, Iruma International Friendship Society
Kokusai Koryu News	Japanese	Iruma International Friendship Society
Kompeito	Japanese	Kasukabe International Friendship Association
Koshigaya Messenger	Chinese, English, Filipino	Community Activity Support Section, Koshigaya

		City
KUMAGAYA FRIENDS	Chinese, English	Public Relations Section, Kumagaya City
Link	Chinese, English, Japanese	Bi-Culture Kids Kumagaya
MISATO View	English, Japanese	Assistance for Citizen's Activity Division, Misato City
NIFA dayori	Japanese	Niiza International Friendship Association
Pu l a l a	Chinese, English, Japanese, Korean, Spanish	The Saitama Tourism and International Relations Bureau International Exchange Center
Sai no Nakama	Chinese, English, Japanese, Spanish, Portuguese	Saitama International Association
Shake Hands	Japanese (Events are informed in Japanese, English)	Kumagaya International Friendship Association
SIFA Newsletter	Japanese	Sayama International Friendship Association
TiFA	Japanese	Toda International Friendship Association
TIFA Newsletter	Japanese	Tsurugashima International Friendship Association



Kumagaya Library

5-6-1 Hakoda, Kumagaya-shi, 360-0014

Tel : 048-523-6291 Fax : 048-523-6468

20 minute walk from north exit of Kumagaya Station (JR, Chichibu Line)

2 minutes from the bus stop (Hello

Work

Kumagaya mae) by Kokusai Jyuo bus for Kuzuwada, Kumagaya Dome or Hakoda shako.

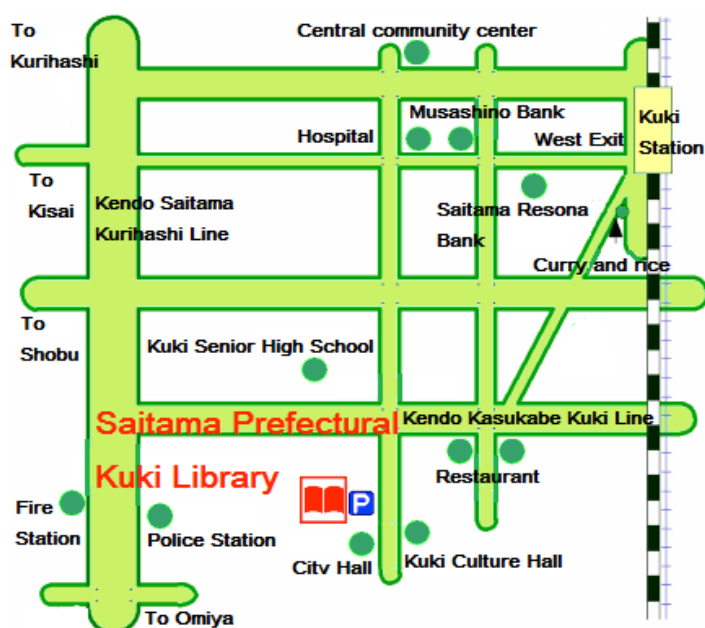
Urawa Bunshitsu (circulation point)

1F, Saitama Prefecturall Archives,

4-3-18, Takasago, Urawa-ku,

Saitama-shi, 330-0063

Tel: 048-844-6165 Fax: 048 -844-6166



Kuki Library

85-5 Shimohayami, Kuki-shi, 346-8506

Tel : 0480-21-2659 Fax :

0480-21-2791

20 minute walk from west exit of Kuki Station (JR, Tobu Iseaki Line)

Shiyakushomae (City hall) bus stop

By intra-city bus.