

Hochschule Offenburg | Badstraße 24 | 77652 Offenburg

Mr.  
John Doe  
Sample Street 1  
12345 Anytown

bibliothek@hs-offenburg.de  
Phone: 0781 / 205-240  
Fax: 0781 / 205-45240

Date: 20.02.2014

Your User ID:  
171234

## Final Notice

Dear Patron:

We have sent you several notices in an attempt to recover overdue library items. Please return all items immediately.

Patrons are responsible for all library materials in their possession. If overdue items are not returned within the next 5 business days of the invoice date, acquisition costs for replacement of items will be charged to your library account.

In accordance with §7, section 1 of the current Hochschulbibliotheksgebührensatzung (University Library Fee Statute), you'll additionally be fined a processing fee of 20,00 EUR per item. Processing fees of overdue library materials are non-refundable.

Sincerely  
Your Library

This is a computer generated letter; no signature is required.

You can access your library/fee account using the library's OPAC:  
<http://www.hs-offenburg.de/bibliothek> --> OPAC

Opening hours can be found on our library homepage:  
<http://www.hs-offenburg.de/bibliothek>

Enclosed is the overdue fines statement sent to Mr. John Doe dated 20.02.2014:

<b>Title/Barcode</b>	<b>Call Number</b>	<b>Due Date</b>	<b>Fines</b>
Hands-On Ethical Hacking and Network Defense 01752685	ST 277 043 2013	28.01.14	00.00
Solar Technology: The Earthscan Expert Guide to Using Solar Energy for Heating, Cooling, and Electricity 01742027	ZP 3720 025 2011	28.01.14	00.00
Privacy Protection and Computer Forensics 01460498	ST 276 006 2.A.	28.01.14	00.00

Total amount due: **49.50 EUR**