

## **A summary of the terms of use of Celia's free services for new users**

This summary contains rules that apply to new users of Celia's services. The complete terms of use are available at [www.celia.fi/kayttosaannot](http://www.celia.fi/kayttosaannot). When you register as a user of the Celia services, you agree to comply with these terms of use.

### **Right to use books on Celia**

Celia's books can be used by anyone unable to read printed text due to disability, illness or cognitive issues. You can begin borrowing audio books at the age of 4. Guardians are responsible for children under 15 using the Celia service.

### **Registering for Celia's services**

You must register as a user of Celia's services in a library, university library, or school in order to begin borrowing books.

You do not need a certificate for your print-disability. Library or school staff will inform you of the restrictions regarding the use of Celia's books and verify your right to study, if necessary. You are responsible for the genuineness of your print-disability, or your right to use Celia's services.

### **Borrowing books**

There is no charge for borrowing Celia's fiction and non-fiction books or textbooks.

The user of the audio book service or their contact person will be provided with a user ID to access the Celianet online service and the mobile app. The user can borrow up to a hundred books per month.

## **Proposals for books to be produced**

People make acquisition proposals for fiction and non-fiction for books they wish to have produced in the collection.

We complement the selection of textbooks for basic, secondary and higher education in accordance with the production policy of educational materials. New educational materials are converted to an accessible format based on acquisition proposals with certain restrictions.

## **Consequences of misuse**

Celia's materials are produced in accordance with Section 17 of the Finnish Copyright Act for the personal use of people with a print-disability. Handing over material to others and sharing it online is forbidden. A digital watermark is attached to downloaded books that makes it possible to identify the original user of the book.

Serious and repeated violation of the terms of use will lead to a temporary cancellation of the right to access Celia's services. Blatant copyright offences or violations will be reported to the police.

## **Privacy of and communication with the service users**

Information provided at the time of registration and during the use of the service is stored in Celia's data system. Celia has the right to communicate with users regarding matters related to the use of the services using appropriate communication channels. You can find more information about privacy at [www.celia.fi/tietosuoja](http://www.celia.fi/tietosuoja).

*The terms of use were updated on 26 February 2018 and they are valid until further notice.*

