



Katsushika City Library Usage Guide

Chuo / Tateishi

Hours		Closed
General Room	Monday to Saturday: 9 a.m. to 10 p.m. Sunday, national holidays, and December 29 to 30: 9 a.m. to 8 p.m. December 31 to January 3: 9 a.m. to 5 p.m.	<ul style="list-style-type: none"> ■ Library maintenance days: Fourth Thursday of every month (or the next day if it is a national holiday) ■ Special maintenance period (once per year for each library)
Children's Room	Monday to Sunday and national holidays: 9 a.m. to 6 p.m. December 31 to January 3: 9 a.m. to 5 p.m.	

Ohanajaya / Kamikomatsu / Kameari / Mizumoto / Kamakura

Hours		Closed
General Room	Tuesday to Saturday: 9 a.m. to 8 p.m. Sunday and national holidays: 9 a.m. to 5 p.m.	<ul style="list-style-type: none"> ■ Mondays (the next day if it is a national holiday) ■ Year-end/New Year's holidays (December 29 to January 3) ■ Library maintenance days: Fourth Thursday of every month (or the next day if it is a national holiday) ■ Special maintenance period (once per year for each library)
Children's Room	Tuesday to Sunday and national holidays: 9 a.m. to 5 p.m.	

Yotsugi / Nishi Mizumoto / Aoto / Okudo / Kosuge

Hours		Closed
Tuesday to Thursday, Saturday, Sunday and national holidays: 10 a.m. to 5 p.m. Friday: 10 a.m. to 8 p.m.		<ul style="list-style-type: none"> ■ Mondays (the next day if it is a national holiday) ■ Year-end/New Year's holidays (December 29 to January 3) ■ Library maintenance days: Fourth Thursday of every month (or the next day if it is a national holiday) ■ Special maintenance period (once per year for each library)

Nijuku

Hours		Closed
Monday to Sunday and national holidays: 9 a.m. to 5 p.m.		<ul style="list-style-type: none"> ■ Library maintenance days: Fourth Thursday of every month (or the next day if it is a national holiday) ■ Year-end/New Year's holidays (December 29 to January 3) ■ Special maintenance period (once per year)

Affiliated facility: Gender Equality Center Library Reference Room

Hours		Closed
Monday to Friday: 9 a.m. to 5 p.m.		<ul style="list-style-type: none"> ■ Saturdays, Sundays, national holidays and the year-end/New Year's holidays (December 29 to January 3) ■ Special maintenance period, etc. (twice per year)

Related facility: Lirio Kameari Library Service Counter

Hours		Closed
Tuesday to Friday: 10 a.m. to 9 p.m. Sunday and national holidays: 10 a.m. to 7 p.m.		<ul style="list-style-type: none"> ■ Mondays and fourth Thursday of every month (or the next day if it is a national holiday) ■ Year-end/New Year's holidays (December 29 to January 3) ■ Lirio holidays (twice a year)

Note: Some services offered at the Gender Equality Center Library Reference Room and the Lirio Kameari Library Service Counter differ from other libraries. Contact each library for more information.

Obtaining a Library Card

You must register for and obtain a library card to borrow library materials.

Library cards are valid for three years and can be used at libraries in the city, the Gender Equality Center Library Reference Room and the Lirio Kameari Library Service Counter. Each user must have his/her own library card.

Note: It can be renewed to continue using the service.

Individuals eligible for registration:

- Katsushika City residents
- People who work or go to school in Katsushika City
- Adachi City, Edogawa City, Sumida City and Koto City residents
- Residents of neighboring cities of Katsushika (Misato, Yashio, Matsudo and Ichikawa)

Necessary documents

You must confirm your name, address and date of birth to register, using:

- Personal ID (health insurance card, student ID, driver's license, etc.)
Note: This is not necessary for elementary school students or younger.
- If you work or go to school in Katsushika City but not a Katsushika City resident, you will also need to present something showing the location of where you work or study (limited to Katsushika City), such as an employee ID, certificate of employment, or student ID.







About FeliCa

Once you register at the search terminal of a library, you will be able to reserve and borrow materials using your transportation IC card or Android smartphone (only those with mobile wallet functions).

Notes:

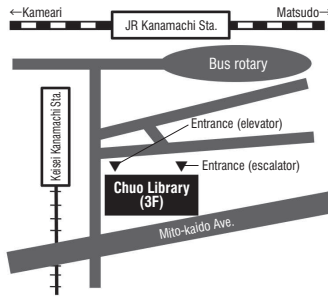
1. The system scans your FeliCa ID number and confirms the information registered in the library system. The system will not transfer your personal information into FeliCa or read information other than your FeliCa ID.
2. FeliCa is a contactless authentication system used in transportation IC cards, mobile wallet, etc.

List of Katsushika City Libraries

-  All-access toilet
-  Diaper-changing table
-  Baby chair
-  Nursing area
-  Elevator
-  Internet
-  Parking lot

Please contact the library you wish to use for details about its facilities.

1 Chuo Library



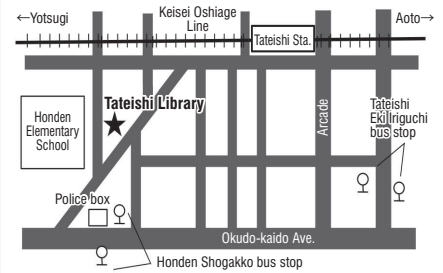
Venusis Kanamachi Bright Court 3F, 6-2-1 Kanamachi
TEL: 3607-9201

Access: A two-minute walk from the south exit of JR/Keisei Kanamachi Station
Offers private research rooms, group research rooms, public wireless LAN, face-to-face reading room and a handicap corner.



(Fee required)

2 Tateishi Library

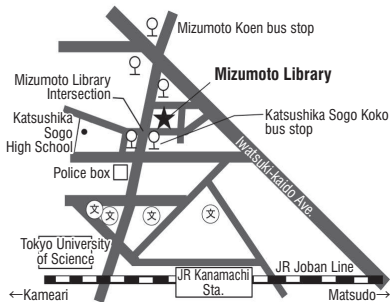


1-9-1 Tateishi
TEL: 3696-4451

Access: A five-minute walk from Keisei Tateishi Station.
Offers face-to-face reading room



6 Mizumoto Library

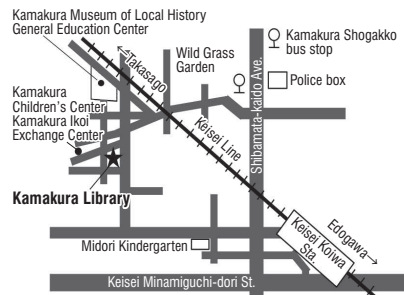


1-7-3 Higashi-Mizumoto
TEL: 3627-3111

Access: A twenty-minute walk from JR/Keisei Kanamachi Station.
A two-minute walk from Katsushika Sogo Koko bus stop on Keisei Bus line.



7 Kamakura Library

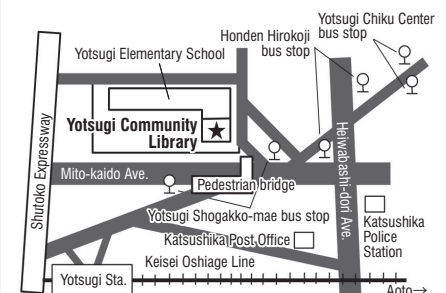


2-4-5 Kamakura
TEL: 3650-7741

Access: A fifteen-minute walk from Keisei Koikiwa Station.
A eight-minute walk from Katsushika Shogakko bus stop on Keisei Bus line.



8 Yotsugi Community Library

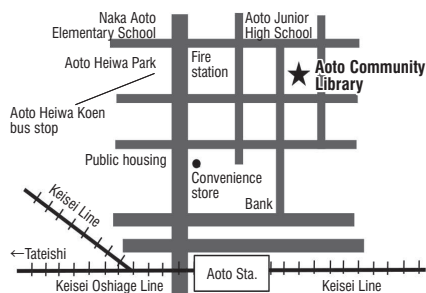


4-8-1 Yotsugi (in Yotsugi Elementary School)
TEL: 5670-3321

Access: A ten-minute walk from Yotsugi Station.



10 Aoto Community Library

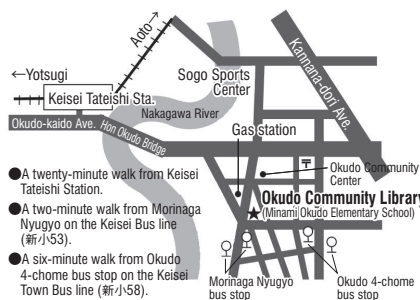


5-20-6 Aoto (in Aoto Community Center)
TEL: 3838-1273

Access: A ten-minute walk from Aoto Station.



11 Okudo Community Library

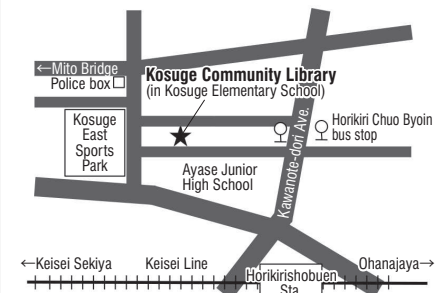


3-5-1 Okudo (in Minami Okudo Elementary School)
TEL: 3696-2781

Access: A two-minute walk from Morinaga Nyugyo bus stop on the Keisei Bus line.



12 Kosuge Community Library

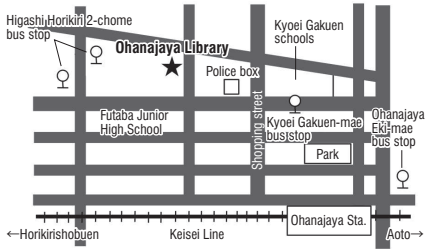


3-8-22 Kosuge (within the grounds of Kosuge Elementary School)
TEL: 3601-3855

Access: A twelve-minute walk from Horikirishobuen Station.



3 Ohanajaya Library

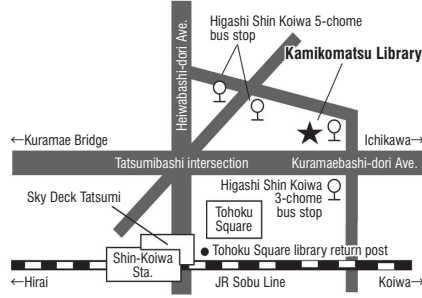


2-1-15 Ohanajaya
TEL: 3690-7661

Access: A five-minute walk from Ohanajaya Station.



4 Kamikomatsu Library

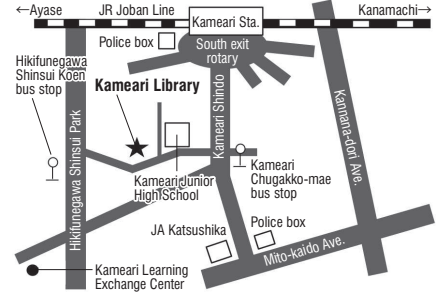


Municipal housing Higashi-Shin-Koiwa
3-chome apartment building #1 1F, 3-12-1
Higashi-Shin-Koiwa
TEL: 3696-7901

Access: A thirteen-minute walk from JR Shin-Koiwa Station.



5 Kameari Library

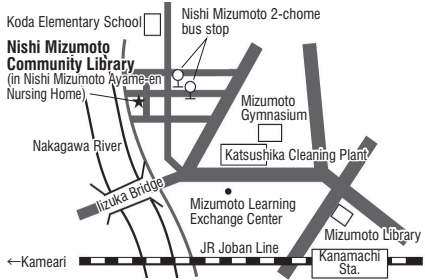


Municipal housing Kameari 1-chome
apartment building #5, 1-17-5 Kameari
TEL: 3690-1901

Access: A fifteen-minute walk from JR Kameari Station.



9 Nishi Mizumoto Community Library

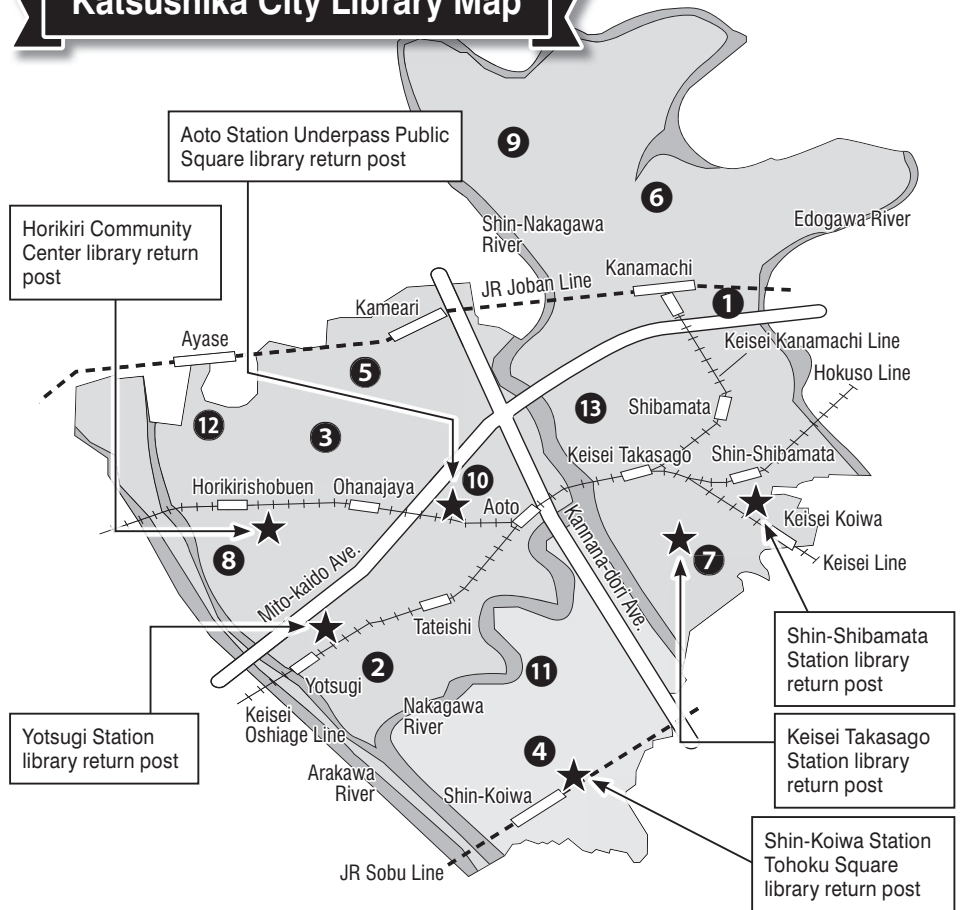


2-2-8 Nishi-Mizumoto (in Nishi Mizumoto Ayame-en Nursing Home)
TEL: 5660-2201

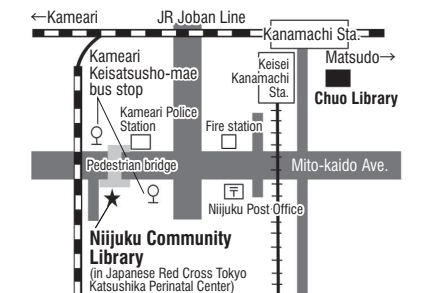
Access: A one-minute walk from Nishi Mizumoto 2-chome bus stop on the Keisei Bus line.



Katsushika City Library Map



13 Niijuku Community Library (Scheduled to open in June 2021)



3-7-1 Niijuku (in Japanese Red Cross Tokyo Katsushika Perinatal Center)
TEL: 3607-9105

Access: In front of Kameari Keisatsusho-mae bus stop on the Toei or Keisei Town Bus lines.



(in the all-access toilet)

(Fee required)

Please be considerate in the library

So that everyone can use the city libraries comfortably, please refrain from the following activities that may disturb other users:

- Entering the library under the influence of alcohol
- Bringing in luggage, clothing or other items that have any kind of disturbing odor
- Taking pictures with cameras, smartphones, etc.
- Drinking alcohol or other beverages, eating and smoking (including electronic cigarettes)
- Talking loudly and making phone calls
- Using computers and other devices outside of approved areas
- Taking up a seat for a long time by leaving your bags on it while you are not present
- Using seats for purposes other than research, study, reading, etc.
- Using power outlets in violation of usage rules

Services available at libraries



Borrowing and returning library materials

Borrowing

Bring your library card and complete the necessary procedures at automated lending machines (complete the procedures at the counter if there is no automated lending machine).

Type	Number of items you can borrow at one time	Maximum period you can borrow the item
Books and periodicals	Thirty total	Fourteen days
CDs and cassettes	Four total	
Videotapes and DVDs	One of either item	

- Only those who are junior high school students or older can borrow CDs, DVDs, cassettes and videotapes.
- You will not be able to borrow materials if you have any overdue materials.

Returning

- Please bring materials you are returning to the return counter (use the automated return machines at Chuo, Tateishi, Kameari, Kamakura and Nijuku libraries). You do not need to present your library card.
- You can return materials belonging to a Katsushika City library to any library branch and library return post in the city, or to book post at a library if the library is closed. However, CDs, DVDs, cassettes and videotapes—as well as books and periodicals with these materials attached—cannot be returned through the posts because they may become damaged.
In addition, materials that do not fit into book posts or library return posts cannot be returned through these posts.

Note: Always return materials you borrowed from a library outside of Katsushika City to the library counter where you borrowed them.



Reserving materials

You can reserve books, periodicals, CDs, DVDs and other materials.

Type	Number of items you can reserve at one time	Layaway period
Books and periodicals	Twenty total	Seven days
CDs and cassettes	Four total	
Videotapes and DVDs	One of either item	

- Your reservation will be canceled if you do not pick up the materials within the layaway period.
- You need a password to reserve materials via a computer, smartphone or library search terminal. If you forget your password, please go to a library counter to have it reissued (ID required).
- You may not be able to reserve materials if you have any overdue materials.



Reference service

We can help you find a book or with your research. Please understand, however, that this may take some time depending on your request. You can also use the reference service via email by entering your questions from the library website.

Handicap service

The handicap service is available for city residents who have difficulty using the library services.

Note: You will need to register as a user first. For details, please refer to “Handicap Service Information” on the library website or at each library.

(Main services)

- The library has a collection of braille books, audio books (DAISY [Digital Accessible Information System] books), and multimedia DAISY books for those who have difficulty reading because of a visual impairment.
- There is also a book delivery service for individuals who have difficulty coming to the library.



Request service

If you wish to borrow books that are not in the city library’s collection, please fill out a reservation/request card (available at all libraries) and bring it to the counter. Please note that it may take some time to provide the book, or that we may not be able to meet your request.

- **The request service is only offered to Katsushika City residents and individuals who work or go to school in the city.**
- Junior high school students or older who live in the city can reserve up to three books that are not in the city library’s collection through the website or a library search terminal.
- The request service cannot be used for CDs, cassettes, videotapes, DVDs or manga.



Other Services

Events

- Lectures
 - Various courses and seminars
 - Business consultations
 - Film shows (general/children)
 - Story hours
 - Picture book readings
- There are also other seasonal events.

Internet services

You can use the Internet to look up information at the Chuo, Tateishi, Ohanajaya, Kamikomatsu, Kameari, Mizumoto and Kamakura libraries, as well as at the Kosuge and Nijuku Community Libraries.

Wi-fi services

Note: Wi-fi services are available at Chuo Library, and will be introduced sequentially at the other libraries.

“Bring your own computer” area

The Chuo, Tateishi, Ohanajaya, Kamikomatsu, Kameari, Mizumoto and Kamakura libraries have set aside areas where you can use your own computer.

Reading newspapers, periodicals, etc.

Newspapers, the latest issues of periodicals and abstract editions of newspapers are available for reading in the library. You can see the latest periodicals and newspapers one at a time.

Photocopy service (fee required)

Only library materials can be photocopied, and only within the scope of copyright laws. Color copies are available only at the Chuo Library.

Group Loan

Groups of five or more people such as schools and community organizations in Katsushika City that carry out activities promoting reading can register for the group loan program. If you wish to use this service, please contact your local library.



Services available on the library website

- Searches for materials
- Reservations of materials, confirming borrowing and reservation status (password required)
- If you register your email address, the library can also send you information on new materials, mail magazines, and notifications about your borrowing status and return dates.

Please access the Katsushika City libraries website here:
<https://www.lib.city.katsushika.lg.jp/>



(for computers and mobile devices)



If you lose, damage or get library materials wet

Library materials are public property, so please handle them with care. Please be aware that you will be responsible for any materials that are lost, stained, damaged or wet. If that happens, please come to the library to take care of the problem. Let the library staff know if the materials you borrow have any writing, stains or other damage.