

Keyfile Libraries

A subscription-based technical library service



Library Management Service

The use of in-house libraries remains one of the most favoured sources of technical product information. It is always available, easy to browse and a good way to compare products. In market research surveys over the last ten years, in-house libraries have continuously appeared in the top 3 most preferred sources.

Have your literature instantly available to professional staff in over 320 practices

Keyfile Libraries enables manufacturers of building products to get their product literature into in-house practice libraries. We can write an RIBA branded Keyfile Datasheet for you, or take your own technical product literature, and our team of over 30 library staff personally introduce this literature into the subscribing practice libraries throughout the UK.

Have your literature maintained and updated personally by our librarians

When you subscribe to Keyfile Libraries our team of library staff, who visit the libraries we manage on a frequent basis, weekly, monthly or twice-yearly ensure that your technical literature is classified properly and in the correct place so that specifiers have fast, easy access.

We update and maintain your technical literature, making sure that your information is not mislaid or allowed to get out of date. We retain a number of copies in stock so that you do not need to worry about replenishing.

Have your literature always available to all members of practice

Having your literature in the practice's in-house library will ensure that all members of the practice have access to your hard copy literature.

Further benefits and product details

Keyfile Datasheets

- Your Keyfile Datasheet will be RIBA branded
 - Our technical authors will write and design your Keyfile Datasheet, you sign off the proof and we manage the printing and distribution into the libraries we maintain
 - Your Keyfile Datasheet is also published on ribaproductselector.com as a downloadable PDF and we include links to your website
 - We index your entry by product, company name and trade name
 - We fully cross-reference your entry within RIBA Product Selector and on ribaproductselector.com
 - Included in the first year cost are 1,000 copies for your own use
 - In the first year only, you receive a mailing list from RIBAMail of the top 1,000 specifying practices for a single mailing and one follow-up
 - A production guide is available to assist you
- N.B. Contracts are for a minimum of two years

Manufacturers' own literature

- We take 450 copies of your own literature and distribute around 320 copies into libraries we manage, keeping the remainder in stock to cover copies that get mislaid
- Your literature should be produced in the spirit of BS 4940. RIBA Enterprises reserves the right to reject literature that does not comply with BS 4940
- We index your entry by product, company name and trade name
- We fully cross-reference your entry within RIBA Product Selector and on ribaproductselector.com

A selection of typical Keyfile Datasheets



Distribution Details

Distribution of Keyfile Libraries is managed by NBS Office Library Service, part of RIBA Enterprises.