



Library Fines and Charges (Addendum to Circulation and Customer Accounts Policy)

Section: Library Operations

Approved: 4/16/2009
Reviewed: 4/21/2011, 1/18/2018
Revised: 4/19/2012, 10/18/2012, 11/21/2013, 1/15/2015

Fines

General Collection Books and Other Materials:

| | |
|--|---------|
| Daily Fine, All items..... | \$.25 |
| Maximum Fine (All items except magazines)..... | \$10.00 |
| Maximum Fine, Magazines | \$2.00 |

Youth and Young Adult Books and Other Materials:

| | |
|--|---------|
| Daily Fine, All items..... | \$.25 |
| Maximum Fine (except Parenting Packs and Read-Abouts)..... | \$2.00 |
| Maximum Fine for Parenting Packs and Read-Abouts..... | \$10.00 |

Standard Charges

| | |
|--|--------------------|
| Replacement Borrower's Card..... | \$1.00 |
| Adult and Youth Materials (except magazines)..... | Cost of item |
| Magazines | \$5.00 |
| Map inserts in travel books..... | \$2.00 |
| Liner notes from CD or DVD..... | \$5.00 |
| CD insert in book..... | \$10.00 |
| CD within an audio-book..... | \$10.00 |
| Item from Read-About Bag | \$15.00 |
| Laminated page from Read-About Bag (per page)..... | \$1.50 |
| Instrument from Smyles Instrument Bag..... | Cost of instrument |
| Item from Storytelling Kit | Cost of kit |
| Puzzle piece | Cost of puzzle |
| Plastic bag for toys, kits, etc. | \$2.00 |
| Media packaging (CD or DVD "jewel cases")..... | \$5.00 |
| Special packaging for youth items (Smyles instrument bags, etc.)..... | \$5.00 |
| Processing charge for lost or irreparably damaged items..... | \$5.00 |
| Repairable damage to an item, including inventory tags or other library labels damaged or removed..... | \$2.00 |
| Referral to Debt Collection..... | \$10.00 |

Note: Borrowing privileges are suspended when charges on an Individual Account or Educator Account reach \$10 or charges on a Family Account or Professional Account reach \$20.