

CIRCULATION POLICIES
(EFFECTIVE APRIL 1, 2017)

Fines (for library users 16 and up)*

Most items	\$ 0.25 per day
Interlibrary loans and wireless hotspots	1.00 per day
DVDs, audio books, and 7-day loan bestsellers	0.50 per day
Maximum fine per item	10.00
Maximum fine per item for interlibrary loans	30.00
Maximum fine if paid in full	35.00

*The library does not charge fines to juvenile users.

Replacing Lost or Damaged Materials (for all library users)

Most in-print materials (includes playaways, audio books)	List Price
Magazines	\$ 3.00
Volumes, video cassettes or DVDs in sets	15.00 per item
Audio book replacement parts	7.00 per item
Most out-of-print materials	15.00
Out-of-print fiction paperbacks	5.00
Out-of-print music CDs or replacement parts	10.00 per disc
Replacement of lost or damaged library card	1.00
Replacement of lost or damaged Book Club Kit title	10.00
Replacement of lost or damaged Book Club Kit bag	10.00
Replacement of lost or damaged wireless hotspot	100.00
Replacement of entire Book Club Kit	150.00

Special Notice

- Out-of-Area (non-resident) annual library card fee is \$30.00
- Interlibrary loan fee to offset postage costs is \$3.00
- Most materials circulate for three weeks. 7-day loan bestsellers circulate for one week.
- Book Club Kits circulate for six weeks with no renewals.
- Materials (except 7-day loan bestsellers and interlibrary loans) may be renewed twice if there are no outstanding holds.
- Per library card limits: Total Items: 75; DVDs: 5.
- An additional five dollar (\$5.00) nonrefundable service fee will be charged on lost or damaged items. If lost and paid items are returned in good condition within three months of payment, only the replacement fee will be refunded.
- Additional fees may be assessed for loss or damage of in-house and special items such as meeting room equipment, keys, Kill-a-Watts, nature backpacks, et al.
- Accounts with fines in excess of \$20.00 will be blocked until 50% of balance is paid.
- Accounts with items 60 days overdue or fines of \$35.00 or more will be given to a collection agency and a \$10.00 collection fee will be added to the account. Accounts will remain in collections until the balance is paid in full.