

## Fees and Charges Policy

1. Fines of \$.10 per library day for overdue books and magazines will be charged per item. There is a 3-day grace period before fines start accumulating.
  - A. Fines may be waived during unforeseen closure as determined by the library director.
  
2. Fines of \$.25 per library day will be charged for overdue videotapes, CDs and DVDs. There is a 3-day grace period.
  - A. Fines may be waived during unforeseen closure as determined by the library director.
  
3. The borrower is responsible for lost or damaged material. Fines will accumulate up to the replacement cost of the item or a cap of \$5 per item, if item is returned in good condition.
  
4. Fees for damaged materials are determined by the director.
  
5. Copy and computer printout costs are \$.10 per black and white copy, color copies are \$.50 per copy.
  
6. Fax costs are \$.50 per sheet for long distance phone numbers to send, unless the number dialed is a toll free number. No charge to receive.

Reviewed /Revised

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