



POLICY # 203 –Fine and Fee Schedule
Approved by the Board of Trustees 11/18/2021

Policy Statement:

In order to ensure the prompt return of Library materials, and to offset the cost of Library services, the following fine and fee schedule has been created.

Regulations:

Overdue items

DVDs and Blu-Ray	\$.50/day	\$6 max
All other materials	\$.20/day	\$6 max

No late fees shall be charged on overdue materials checked out to cards belonging to minor patrons, though replacement fees will be charged for materials more than 30 days late.

In the event of closure during emergency winter weather conditions or school closings fines to be incurred that day will be waived.

While overdue notices will be provided as a courtesy, patrons are responsible for monitoring due dates and ensuring that their materials are returned on time.

Items more than 30 days late will be considered lost, and the patron will be billed for their replacement.

Library Card

Replacement of library card	\$1.00
Mailing fee for holds notices	\$.50

Copies, Printing and Microfilm Printing

Each side counts as a page.

8 ½ x 11	\$.20/page
8 ½ x 14	\$.25/page
11 x 17	\$.30/page
Color (Letter size only)	\$.50/page

Faxing:

Sending and receiving	\$1.00/page
-----------------------	-------------

<i>Lamination:</i>	.25/page
--------------------	----------