

Carlton Area Public Library

Policy: Fines and Fees

GOALS

The goals of this policy are to encourage accountability for and the timely return of library materials so that there is optimal sharing of the collection; to ensure that fines and fees are clearly stated and applied equally to all patrons; and to provide options for satisfaction of fines and fees so that library patrons may continue to have access to library materials.

It is a further goal of the Carlton Area Public Library to work with other interested Arrowhead Library System members to attempt to determine common standards which meet the goals and needs of each agreeing library, thus providing a more seamless borrowing experience for library patrons.

REGULATIONS

Fines (late charges)

Items returned to the library past their due date are subject to fines (late charges), which are calculated in the automated system, for the number of days the library is open. Fines for materials checked out at or from other libraries within the Arrowhead System also appear and may be paid for at this library.

Fines (late charges) are assessed at the following rate: \$.25/day (maximum fine: \$5.00)
Items borrowed from other library's may have different rates.

Charges for lost/damaged materials

A replacement charge will be assessed for library materials which are lost/not returned or which are returned in damage resulting from other than normal wear. Charges for items belonging to the Carlton Area Public Library will be the full original cost of the item. Charges for items belonging to other libraries will be assessed by the owning library.

Fees for non-loan services

Photocopying: \$.25/page for single-sided black and white copies

Printing: \$.25/page for black and white printouts

Ongoing book sale

Items are not free, but may be taken after giving a donation based on individual discretion.