

FINES AND FEES POLICY

Chisholm Public Library

The goal of this policy is 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.

It is a further goal of the Chisholm 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.

FINES

Items returned to the library past their due date are subject to fines, which are calculated in the automated system, for the number of days the library is open. **The current fine at the Chisholm Public Library is \$0.25/per day.** Fines for materials checked out at or from other libraries (ILL's) within the Arrowhead Library System will also appear.

Interlibrary loan's (ILL's) are determined by the lending library and are fined if overdue according to the lending library's policy.

A 3 day grace period will take effect for all circulating items that are overdue before late fees start accumulating.

A patron is blocked from further checkouts until fines are paid down when their fines exceed \$10.

LOST/DAMAGED MATERIALS

- A patron will be charged the bibliographic record price for any lost item. Magazines without a bibliographic record price will have a \$2.00 charge.
- Audio disks that can be replaced individually will be replaced and the price of the disk(s) will be charged to the patron. If the item can only be replaced by purchasing a complete new copy, the patron will be charged full replacement costs.
- Damaged materials that are paid for will become the property of the patron who paid for them.
- In case of lost material, the patron may choose to replace the lost copy by purchasing a replacement. The replacement must be an exact duplicate of the lost item, e.g. a hardcover book must be replaced with a hardcover book, a paperback with a paperback book.

Fees for Non-Loan Services

Printing/Copying: Black & White

- Pages 1-20 = \$0.25/page
- Pages 21-34 = \$0.15/page
- Pages 35+ = \$0.10/page

Printing/Copying: Color

- \$0.50/page

Faxing:

- \$1.50/first page
- \$0.50/each additional page
- **\$5.00 MAX**

Scan to Email:

- \$0.25/each page
- **\$2.00 MAX**

Ongoing Book Sale:

Items may be purchased using a donation based system. Donation to be determined by the library patron.