



## Circulation Policies

ITEM	DATE APPROVED BY LIBRARY BOARD
<p>Checkout Period Three Weeks: Print Materials, Audiobooks, E-Readers</p> <p>One Week: “In Demand” items including DVDs, Lucky Day Books, Game Consoles, Wifi Hotspots</p> <p>Three Days: “In Demand” items including Lucky Day DVDs, Projector</p> <p><i>The Library may classify current and new items, formats and equipment as “In Demand.” “In Demand” items have a check out period of three days to one week.</i></p>	<p>January 18, 2018 --effective February 1, 2018</p>
<p>Three Renewals Allowed</p>	<p>September 18, 2014 --effective October 1, 2014</p>
<p>Overdue Fines: Print Materials, Audiobooks \$0.10/day, up to \$3.00 per item, no cap on total amount for fines</p>	<p>January 18, 2018 --effective February 1, 2018</p>
<p>Overdue Fines: “In Demand” Items, E-Readers \$1.00/day, no cap on total amount for fines</p>	<p>January 18, 2018 --effective February 1, 2018</p>
<p>Overdue Fines: In-Library Use Only Equipment \$0.50/hour, up to \$3.00 per day. Must be returned by library closing time or patron charged for full retail cost of item.</p>	<p>January 18, 2018 --effective February 1, 2018</p>
<p>Lost or Damaged Items &amp; Items Not Returned: Full Retail Cost; automatically billed at 6 weeks overdue</p>	<p>January 18, 2018 --effective February 1, 2018</p>
<p>Out-of-County Library Card: \$20.00 per year</p>	<p>May 15, 2014 --effective October 1, 2014</p>
<p>ILL Policy: \$2.00 per book; in state: \$.10/day, up to \$3.00; out of state: \$1.00/day, up to \$3.00</p>	<p>May 15, 2014 --effective October 1, 2014</p>
<p>Reciprocal Borrowers Card</p>	<p>November 2, 1977</p>
<p>Lost Parts Fee: Full replacement cost of an item would be charged when one or more parts are missing or damaged.</p>	<p>May 15, 2014 --effective October 1, 2014</p>
<p>Processing Fee: \$5.00 per lost or damaged item.</p>	<p>January 18, 2018 --effective February 1, 2018</p>