



POLICY

Policy Type: Library Services **Policy Number:** 03-04
Policy Title: Regulations - Schedule of Fees and Fines

SCHEDULE OF FEES AND FINES

Loan Periods:

- Regular materials, CDs, Magazines, 3 weeks
- AV materials: DVDs, BluRays, and Video Games 2 weeks
- Express Reads 1 week
- High demand items, including those with three or more holds 2 weeks
- Fast Films (Express DVDs) 3 days
- Laptops (In-house use only) 2 hours

Overdue Fines:

- Audio Books, Print Books, Magazines, CDs, DVDs, BluRays, Video Games, \$.10/day \$ 5.00 Maximum/per item
- Interlibrary Loans, Special Loans \$ 1.00/day \$20.00 Maximum/per item
- Express Reads, and Fast Films (Express DVDs) \$ 1.00/day \$ 5.00 Maximum
- Laptops \$ 1.00/hour \$10.00 Maximum

Maximum Number of Items:

Permanent residents:

- 100 items out on one membership at one time including a maximum of 10 DVDs (Feature Films and TV Series) 10 video games, 1 Fast Film (Express DVDs), and 1 Laptop.

Suspension of Privileges for Unpaid Fines or Fees:

Borrowing privileges will be suspended for patrons owing over \$10.00 in overdue fines when renewing library card and/or the cost of replacing items long overdue.

Replacement Charges:

- Adult and Children's Library Cards \$2.00
- No charge for replacement of worn out cards

Lost or Damaged Material:

Replacement Cost and any fines owing

- A replacement copy of a lost or damaged item will be accepted, but the fines must be paid.
- Minor damage (anything repairable such as a missing barcode) \$2.00

Charges for Lost or Damaged Material:

• Adult Fiction/Non-Fiction Books	\$ 20.00
• Children’s Fiction/Non-Fiction Books	\$ 15.00
• Magazines	\$ 5.00
• Audio Books (CDs)	\$ 40.00
• TV Series (DVDs)	\$ 40.00
• DVDs, Blu Ray, and CDs	\$ 20.00
• Video Games	\$ 20.00
• Laptop	\$1,000.00

Printing and Copying:

• Photocopies (Colour)	\$1.00/page
• Photocopies (Black & White)	\$.25/page
• Printing (Colour)	\$1.00/page
• Printing (Black & White)	\$.25/page
• Microfilm Reader/Printer copies	\$.35/page
• 3D Prints	\$2 + \$.10/gram
• Vinyl Cuts	\$2 + \$.03/sq. inch

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