

# **General Loan and Replacement Fee Schedule**

Library Materials	Renewals	Loan Period	Replacement Fee
Books, Audiobooks, Music CDs	Yes	28 days	28 days after due date
New Books, VOX Books	Yes	14 days	28 days after due date
Magazines: Back issues	Yes	14 days	28 days after due date
DVD or Blu-Ray: All collections 5 per day, 10 maximum at a time	Yes	7 days	28 days after due date
Art To Go	No	60 days	28 days after due date
Equipment	Varies	See Equipment Schedule	28 days after due date
Interlibrary loans	Varies	Varies	28 days after due date

### **Book drop**

An after-hours drive-up return slot is located on the south side of the library building, along the alley.

## **Renewal of library materials**

Most library materials can be renewed once, as long as another patron has not reserved them. You may renew in person, or by using your online account. We cannot accept renewal of library materials by phone or email.

#### **Linked accounts for minors**

Replacement fees will be the responsibility of parents and legal guardians for minors with "Full-Access" accounts. Minors with Juvenile Quick Cards will be responsible for their own fees. Services are blocked for all linked parties when one cardholder in the group accumulates lost fees of \$10 or more. When a cardholder reaches age 18 with earlier fees in their account, the parent or legal guardian remains responsible for the earlier lost fees.

#### Vacation extensions

Patrons with travel plans may request a vacation extension, doubling the loan period for up to 7 audiobooks. Please alert library staff before they scan the barcodes! This special accommodation assumes the audiobooks are not new releases; not waitlisted.

## **Loss or Damages**

You will be charged for damage that occurs to library materials while they are checked out to your account. Full list price is charged for lost or damaged-beyond-use materials. Patrons have the option of working with the Adult Services Specialist to determine whether they can save money by ordering items themselves, but they must be the same edition and format as the lost or damaged items. The cost of a replacement library card is \$2.00. Free of charge, we can replace your lost or damaged card at the time of its annual renewal.

## Revised 11-21-22 Revised 1-16-23