

SAMPSON-CLINTON PUBLIC LIBRARY SYSTEM

Fines & Fees Schedule

(Effective July 1st, 2008)

SCPL FINES & FEES

The timely return and care of borrowed materials it possible for all patrons to enjoy the same services. SCPL charges overdue fines for materials returned after the due date, excluding Sundays, Saturdays for remote branches, holidays, and emergency closings due to natural disasters. Additionally, fees are charged in order to pass along to the individual borrower those costs associated with that borrower's failing to return, damaging or losing materials checked out on his/her card.

LATE FINES:

SCPL charges overdue fines for materials returned after the due date, excluding days the library is closed. The fine schedule for the most commonly borrowed types of materials is listed below.

<u>Fine Amounts by Item Type</u>	<u>Daily</u>	<u>Maximum Overdue Fine</u>
Audiobook (CD or Tape)	\$.10	\$ 2.00
Books	\$.10	\$ 2.00
Magazines	\$.10	\$ 2.00
Videotape	\$1.00	\$10.00
Multi-Media Kit	\$1.00	\$10.00
AV	\$1.00	\$10.00

FEES:

SCPL charges fees in order to pass along to the individual borrower those costs associated with the additional expenses incurred by the library to provide these services.

<u>Fee Type</u>	<u>Amount</u>	<u>Comment</u>
Lost Library Card	\$2.00	
InterLibrary Loan	\$3.00	See ILL Policy
Photocopies	\$.10/page	Double-sided copies are \$.20
Printing	\$.10/page	Black & white

DAMAGED & LOST ITEMS:

SCPL loans materials freely to patrons, trusting in the patron's honesty and good intentions. If materials are lost or damaged, the individual borrower is charged the appropriate costs to replace the items in order for circulation to continue.

Damaged Items: *If an item is returned with the following part(s) damaged or missing charge the patron for each of the applicable:*

Audiobook Cases (CD & Tape Format)	
2-Pack	-----\$3.00
4+Pack	-----\$5.50
Magazine Envelopes	-----\$1.00

Video / DVD Cases	-----	\$1.00
Barcodes	-----	\$.10
Call Labels	-----	\$.10

Lost Items: *The borrower is responsible for the cost of the lost/damaged item and a \$2.00 processing fee. The cost is typically the retail cost at the time of purchase. New title prices are entered into the automation system. If a price is unknown and cannot be determined using library vendors or Books in Print, the standard prices listed below will apply.*

Adult Fiction	-----	\$25 + \$2 processing fee
Adult Non-Fiction	-----	\$29 + \$2 processing fee
Adult NF Paperback	-----	\$16 + \$2 processing fee
Adult Fiction Paperback	-----	\$ 7 + \$2 processing fee
Large Print Book	-----	\$28 + \$2 processing fee
Individual Encyclopedia Volume	-----	\$35 + \$2 processing fee
YA or Juvenile Paperback	-----	\$ 5 + \$2 processing fee
YA or Juvenile Hardcover	-----	\$20 + \$2 processing fee
Videos	-----	\$20 + \$2 processing fee
DVDs	-----	\$25 + \$2 processing fee
Audiobooks (CD & Tape Format)	-----	\$25 + \$2 processing fee
Magazines	-----	issue price + \$2 processing fee
AV Equipment	-----	replacement cost + \$2 processing fee
Multi-Media Kit	-----	replacement cost + \$2 processing fee – or - cost as determined by Library Administration for replacement of individual items within the kit
ILL materials	-----	replacement cost as determined by lending library

EXPLANATIONS:

- SCPL does not accept paperbacks, hardbacks, magazines, cassettes, etc. as replacements for lost or damaged material. The offered item may not be the same edition, format, or value as the original.
- Processing Fee: When an item is damaged or lost the library is faced with additional costs. Barcodes, call labels, casing, and staff time invested in re-ordering, cataloging, and processing the item must be invested. Therefore, the patron is responsible not only for the original cost of the item but the cost of processing as well.
- Refunds are not available. If an item is found by a patron after payment has been made it becomes the property of the patron; therefore, patrons are encouraged to check for lost items before making payment.

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