

# Overdue & Replacement Charges

## Fines

- For all materials, excluding DVDs, the daily fine rate is 10¢ per item per day to a maximum of \$10 per item.
- Overdue DVDs are \$2 per day, per item to a maximum of \$20 per item.
- A one day grace period applies to all items.
- Payment for lost materials is refundable if the item is returned within one year of when the item was declared lost, less \$15 process, fines and handling charges.

## Material Replacement Costs

Material replacement costs are set by Circulation Policy which states:

*The "Lost Fee" will consist of the following:*

- 1) *The basic cost of the item at current rates,*
- 2) *The maximum overdue charge for the item, and*
- 3) *A service charge of up to \$5 to have the item removed from the computer database.*

*The basic cost of a lost item will be the greater of the following:*

- 1) *The average retail cost for replacing similar type items, or*
- 2) *The actual replacement cost for the item if this is more than \$5 over the average cost. The average retail cost will be calculated and determined by the Director of the Library System by evaluating recent purchases in the categories of Fiction, Nonfiction, Books on Cassette, Videos, Paperbacks, etc.*

<b>PRICING OF BOOKS &amp; MATERIALS</b>	<b>As of 2004</b>
<b>Category</b>	<b>Approved Charges</b>
Adult Fiction	\$30.00
Adult Non-Fiction	\$40.00
Paperback	\$15.00
Juvenile Fiction	\$25.00
Juvenile Non-Fiction	\$30.00
DVD	\$35.00
Large Print Fiction	\$35.00
Large Print Non-Fiction	\$45.00
Magazine	\$5.00 + overdue charges

The replacement charges include a fee for shipping, processing and cataloging. If an item is claimed lost or damaged prior to being overdue, the fee can be reduced by \$10, \$7.50 for Paperbacks.