

Muskego Public Library

POLICY: Fines and Charges

Approved by the Library Board: November 17, 2015

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Overdue Fines

Fines are charged for items that are returned after their due date. Fines for DVDs, video games, and Interlibrary Loan materials are \$1.00 per day that the library is open. Fines for books and all other material are \$0.15 per day that the library is open, unless specifically noted otherwise. No overdue fines will be assessed on children's materials checked out on cards belonging to patrons under the age of eighteen. The maximum overdue fine for any item returned in good condition is \$10.00 or the replacement price, whichever is less.

Replacement Costs

Patrons with long overdue (42 days overdue), damaged, or lost library materials will be charged the purchase price as the replacement cost. The Library does not accept replacement copies of lost or damaged materials. No refunds are given if lost materials are found after having been paid for; the materials are the property of the individual who paid for them.

Replacement Library Card

The replacement fee for a library card is \$1.00. Minors need to have a parent or legal guardian present to get a replacement card.

Denial of borrowing privileges

Borrowing privileges will be denied when a user:

- Has unpaid fines or charges of \$10.00 or more
- Has unreturned or damaged items of any value, for which they have been billed
- Has moved and left no forwarding address

Charges for printing

The charge for photocopying and printing is \$0.10 per page for B&W, and \$.25 per page for color.

Charges for faxing

The charge for sending faxes is \$1.00 per page.