

## **Sec.2-4 Fines and fees Policy**

Fines are established on overdue library materials in order to facilitate the broadest use of library resources by encouraging timely renewals or returns. Fines are automatically calculated by the library's computer system. Patrons may choose to keep materials beyond the due date at their own expense, but are encouraged to make use of the renewal procedure in order to avoid incurring fines.

Failure to return library materials or pay library charges has legal implications, although the public library relies upon patron honesty and personal responsibility whenever possible. Fines and fees are returned to the county as revenue and utilized to fund library services and resources.

### **Sec.2-4.1 State Set-Off Debt**

The library system may send the record of patrons who owe \$5.00 or more in library charges and/or have been issued a third overdue notice to the Virginia State Tax Set-Off Debt program. Payment due the library system is then withheld from the patron's state tax refund or lottery winnings.

### **Sec.2-4.2 Fines**

The fine for all overdue materials is .10 per day except for videos and DVDs which are \$1 per day.

Maximum fines are as follows:

Hardcover books \$10.00 per item

Quality paperbacks \$10.00 per item

Periodicals \$ 5.00 per item

Sound recordings \$10.00 per item

Mass market paperbacks \$ 5.00 per item

Videos \$10.00 per item

DVD's \$10.00 per item

Board Book \$ 5.00 per item

Juv. SR w/ book \$10.00 per item

Juv & YA paperback \$ 5.00 per item

Exceptions are: InterLibrary Loan .50 per day and \$40.00 per item

Juv. Sound recording with book \$20.00

Individual Replacement:(For Audio Books purchased

From Books on Tape, Recorded Books, BBC, and

Others that provide replacements)

Cassettes \$8.00

CDs \$10.00

Case replacement:

Video \$2.50 (Includes cost for bar code replacement)

Music cassette \$0.50

Hanging bag \$0.50

CD Jewel Case \$1.00

CD Case \$1.00

Barcode Replacement \$1.00

If an item is readily available and the price of replacement is less than the maximum fine, this lesser amount will be charged.

Approved as amended August 19, 2003; revised October 4, 2005