

WAUKESHA PUBLIC LIBRARY

POLICY: **FEES, CHARGES, AND FINES**

Approved by Library Board:1/11/2024

Number: C-6

Page: 1 of 2

NON-RESIDENT CARD FEE

The annual fee for a non-resident card is \$25.00. (See Policy C-1).

FINES

<u>Per Day</u>	<u>Item</u>	<u>Maximum</u>
\$1.00	Board Games	\$10.00
\$.25	Books	\$10.00
\$.25	Compact Discs	\$10.00
\$.25	PlayAways	\$10.00
\$.25	Magazines	\$5.00
\$.25	Paperbacks	\$5.00
\$1.00	Equipment	\$10.00
\$1.00	Interlibrary Loan Materials	\$10.00
\$.50	DVDs/Blu-rays	\$10.00
\$1.00	Book Group Kits	\$10.00
\$1.00	Rentals	\$10.00
\$1.00	Video Games	\$10.00
\$1.00	Wi-Fi Hotspots	\$10.00
\$25.00 or \$50.00	Explore Passes	\$75 or \$150.00

There are no overdue fines assessed on children's materials.

STANDARD REPLACEMENT COSTS

Damaged or lost library materials will be charged the list purchase price as the replacement cost.

REPLACEMENT/PROCESSING FEE

The library does not accept replacement copies for lost or damaged items.

REFUND POLICY

No refunds will be given.

LOST OR DAMAGED SPECIAL ARTICLES

Lost or damaged special items (i.e., Explore pass containers, lanyards, Literacy Kit toys) charges will be based on costs listed on the item record

FEE FOR COLLECTION AGENCY

If a customer account has been referred to collection, a \$20.00 referral fee will

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Page: 2 of 2

be assessed and charged to the account.

BLOCKED CARDS

A customer's card is blocked when fines or charges reach \$10.00.

Library customers whose cards have been blocked will lose the ability to check out materials.

EXPIRED CARDS

To ensure the accuracy and integrity of the customer database, library cards expire every eighteen months.

OUTREACH FINES POLICY

Items checked out on an Outreach card are not assessed overdue fines. If material checked out on an Outreach card is lost or damaged, the customer will be billed for the replacement charges.

CHARGES FOR COPIES

The charge for black and white photocopying and printing is 15 cents per page

The charge for color photocopying and printing is 25 cents per page

The charge for microfilm/microfiche copying is 15 cents per page

CHARGES FOR FAXES

The charge for faxing to U.S. and Canada is 25 cents per page

The charge for international faxing is \$1.00 per page