

## **3.2 Fines and Fees**

### **1. Overdue Fines**

- A. Overdue fines are as follows:

<b>Item</b>	<b>Fine Per Day</b>
Book, Audiobook, Periodical, CD	\$0.15
DVDs, Non-Fiction DVDs, TV Series	\$1.00
Video Games	\$1.00
Streaming Media Devices	\$1.00
Hot Copy Items	\$2.00

- B. The maximum fine for an individual item is not to exceed the cost of the item.
- C. Library privileges will be suspended when a patron accrues outstanding charges of \$5.00 or more on their account.
- D. Overdue books owned by other SWAN libraries and borrowed via interlibrary loan or reciprocal borrowing shall be charged according to Acorn Public Library's fine schedule.
- E. Overdue notifications are sent out as a courtesy. Patrons are responsible for the timely return of materials, whether or not they receive a notification.
- F. Items not returned 42 days after the final dues date, will be billed for the amount of the item plus a \$5.00 processing fee. Bills over \$50.00 not paid within 18 days will be sent to our collection agency and a \$10.00 collection fee will be added to the total bill.

### **2. Fees**

- A. **Copier:** Copiers are available for public use at a charge of \$.10 per page for black and white, \$.50 for color.
- B. **Fax Machine:** The fax machine is available for public use with the following charges per page:

All Incoming	\$1.00
Illinois	\$1.00
Surrounding states	\$1.50
Continental U.S.	\$2.00
Alaska and Hawaii	\$3.00

Upon request, the Library may supply a cover sheet and confirmation page at no additional cost. The Library stops transmitting faxes 30 minutes before closing.

- C. **Computer Use:** Public computers are available to Acorn Public Library patrons for the first 120 minutes for free. After the first 120 minutes, and for those who are not Acorn Public Library Patrons, the cost is \$1.00 per half hour. 10 free minutes are available to all patrons after requesting a pass from the Reference Desk. The cost for printing is \$.10 per page for black and white and \$.50 per page for color.

- D. **Streaming Media Devices:** Streaming media devices can only be checked out from and returned directly to the Acorn Public Library District. Returning streaming media devices to any other library but Acorn Public Library District will result in a \$10.00 charge.

### **3. Staff Fees and Fines**

It has been determined by the Board that all employees and Board members of the Library are required to pay any fines or fees that accrue to their personal library accounts.