

# GATES PUBLIC LIBRARY LOAN PERIOD AND FINE SCHEDULE

All limits listed are per card per visit. A person must be present for each library card used.

## Print Items

Material Type	Limit (Per Visit)	Loan Period	Renewable	Daily Fine Rate	Maximum Fine
Books, Adult		3 wk	Y	\$0.35	\$7.00
Books, Teen		3 wk	Y	\$0.35	\$5.00
Books, Children's		3 wk	Y	\$0.35	\$3.00
Magazines		3 wk	Y	\$0.35	\$3.00
Book Discussion Kit		8 wk	N	\$0.35	\$5.00

## Movies

Material Type	Limit (Per Visit)	Loan Period	Renewable	Daily Fine Rate	Maximum Fine
DVD		1 wk	Y	\$0.35	\$7.00
DVD/Blu-ray (TV Series)		2 wk	Y	\$0.35	\$7.00
Blu-ray		1 wk	Y	\$0.35	\$7.00
Express Movies	3	3 day	N	\$1.00	\$12.00

## Media & Other Items

Material Type	Limit (Per Visit)	Loan Period	Renewable	Daily Fine Rate	Maximum Fine
Books on CD, Adult		3 wk	Y	\$0.35	\$5.00
Books on CD, Teen		3 wk	Y	\$0.35	\$5.00
Books on CD, Children's		3 wk	Y	\$0.35	\$3.00
Wonder Books	3	3 wk	Y	\$0.35	\$3.00
Playaway		3 wk	Y	\$0.35	\$5.00
Playaway View	3	1 wk	Y	\$0.35	\$7.00
Launchpad	1	1 wk	Y	\$0.35	\$7.00
Compact Discs		3 wk	Y	\$0.35	\$5.00
Video Games	2	3 wk	N	\$0.35	\$3.00
Visual Aids	3	3 wk	Y	\$2.00	\$24.00
VIP Passes/Empire Pass	3	1 wk	N	\$0.35	\$7.00
MiFi Hotspots	1	2 wk	Y	\$0.35	\$7.00
Reusable Tote Bag		3 wk	Y	\$0.00	\$0.00

## Additional Services

Service	Fee
Copies/Printouts (B&W)	\$0.20 per side
Copies/Printouts (Color)	\$1.00 per side
Faxing	\$1.00 per page/\$10.00 max
Hold Fee—Not Picked Up	\$1.00 per item
Interlibrary Loan Fee	\$5.00
CD/DVD Envelope	\$0.50
Flash Drive	\$3.00
Headphones	\$2.00

## Billing Fees

Missing/Damaged Item	Fee
Disc Repair	\$5.00
CD Browser Pack/Case	\$2.75
Reusable Tote Bag	\$5.00
Vinyl Media Bag	\$5.00
Book on CD Disc	\$9.00 per disc
Playaway View Charger	\$15.00
DVD/Blu-ray case	\$4.00
Laptop Replacement	\$550.00
Laptop Charging Cable	\$30.00
Laptop Mouse	\$10.00

## Overdue & Lost Item Policy

Item Type	Policy
Overdue Items	Accounts over \$20 in fines and/or 25 overdue items at one time blocked
Lost Items	Account blocked until item is returned or paid
Refund for Lost Item Found	Refund issued minus processing fee and max overdue within 120 days

### Lost Item Fees

Item Goes Lost After	Material Type	Replacement Fee
42 days overdue	Magazine	\$2.75
42 days overdue	Generic Paperback	\$4.00
42 days overdue	All other materials	Replacement of item plus \$5 processing fee

- Accounts with \$35.00 or more in fines, manual fines, lost items, or any combination thereof will be turned over to Unique Management Services (UMS), the Monroe County Library System's collection agency. Accounts turned over to UMS will be charged a \$20.00 collection agency fee in addition to the delinquencies on the account.
- If payment for a fine, fee, or lost item is made by check and the check does not clear the bank, the patron's account will be billed for the original amount owed plus any fees charged to the library by the bank.

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