

## Loan Periods

Library materials circulate according to the following rules. Overdue fines will be charged daily for materials returned past the due date. Bookmobile loan periods, limits, and fines may be different from this schedule. The library may occasionally pilot new items with new parameters.

| Type of Material                            | Loan Period | Renewals | Fine   | Maximum Fine |
|---|-------------|----------|--|--------------|
| New Adult Books                             | 2 weeks     | 1        | \$ .25/day   | \$5.00       |
| Marketplace Books                           | 2 weeks     | 1        | \$ .25/day   | \$5.00       |
| DVDs  | 1 week      | 1        | \$ .50/day   | \$5.00       |
| Marketplace DVDs                            | 1 week      | 0        | \$ .50/day   | \$5.00       |
| Video Games                                 | 1 week      | 1        | \$ .50/day   | \$5.00       |
| Adult Books and Audio Books                 | 4 weeks     | 2        | \$ .25/day   | \$5.00       |
| Teen Books and Audio Books                  | 4 weeks     | 2        | \$ .25/day   | \$5.00       |
| Juvenile Books, Audio Books, and Magazines  | 4 weeks     | 2        | <b>No fines</b><br>Customers will be charged for replacement if items are not renewed or returned. |              |
| Magazines (current issues do not circulate) | 4 weeks     | 2        | \$ .25/day   | \$5.00       |
| Music CDs                                   | 4 weeks     | 2        | \$ .25/day   | \$5.00       |
| eReaders                                    | 4 weeks     | 2        | \$ .25/day   | \$5.00       |
| Sheet Music                                 | 8 weeks     | 2        | \$ .25/day   | \$5.00       |

|  |                               |   |            |         |
|--|-------------------------------|---|------------|---------|
| Gadgets/Hotspots/Media Equipment   | 1 week                        | 0 | \$5.00/day | \$20.00 |
| Chromebooks  | 1 week                        | 0 | \$5.00/day | \$20.00 |
| <b>In Library Only Items</b>   |                               |   |            |         |
| Portable DVD players   | 2 hours                       | 0 | \$.25/day  | \$5.00  |
| Portable DVD writers<br>Sony dynamic microphones<br>Sessions headphones                    | 2 hours                       | 0 | \$5.00/day | \$20.00 |
| Snowball USB microphones<br>Cyber Acoustics computer stands<br>Technical stereo headphones | 4 hours                       | 0 | \$5.00/day | \$20.00 |
| Chromebooks  | 2 hours                       | 0 | \$.25/hour | \$5.00  |
| Interlibrary Loan Items  | Determined by lending library | 0 | \$.25/day  | \$5.00  |

### Checkout Limits

Customers may check out a maximum of 75 items. Due to limited availability, certain collections have additional checkout limits. Customers may check out the following materials as indicated below:

- 2 video games per card
- 10 DVDs per card
- 5 interlibrary loan items (both requests and checkouts combined)

*Approved by the Library Board of Directors, January 22, 2019*

