



### **Library Charges and Fees:**

**The Round Lake Library does not charge overdue fees on regular 28 day loan items. Overdue fees are charged only on New and Popular 14 Day Items and New DVD Releases. This change was made on July 13, 2021; effective September 1, 2021.**

#### **New & Popular 14 Day Items:**

- Overdue fines are \$.20 per day/per item
- There is a maximum fine of \$5.00 per item

#### **New Release DVD's**

- Overdue fines are \$1 per day/per item
- There is a maximum fine of \$10 per item
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Cardholders with more than \$10 in outstanding charges will lose borrowing privileges until the fine is paid.

### **Lost/Damaged Items:**

Library items that are lost and or damaged by a patron will be resolved by:

1. Replacement cost of the item; or
2. Replacement of exact replica of the item

### **Overdue Procedure:**

Phone calls or email notices for overdue items are made seven days after the item is due.

After 30 days, the replacement cost of the item is placed on the patron card plus the overdue fines that have accumulated.

Bills for overdue items will be sent to patron via US mail as well as email for those who have email notification.

Library charges and fees may be modified at any time by a resolution of the Board of Trustees.

Revised 11/14/2011  
Revised 9/10/2013  
Reviewed 4/8/2014  
Revised 7/13/2021