



## **FINES, FEES AND CHARGES POLICY**

The Washoe County Library Board of Trustees reaffirms its intention to carry out and fulfill the duties and obligations imposed upon all library boards under Chapter 379 of the Nevada Revised Statutes.

It is the policy of the Library Board, through the library administration and staff, to protect and secure, by whatever lawful means necessary, the property and materials entrusted to it for preservation, research or loan to the general public the Washoe County Library System serves. Following is a list of fines and fees that may be imposed pursuant to NRS Chapter 379.

All patrons will be held responsible for lost materials or materials damaged beyond repair. All charges listed herein are subject to periodic review.

### **Overdue Library Material Fines**

Patrons owing \$10.00 or more in overdue fines cannot check out any library materials, except by special arrangements with a Library supervisor. Fines accrue on days the library is closed.

STANDARD ADULT library cardholders: 25 cents per day per item. Includes two renewals. Maximum fine per item will not exceed replacement cost.

STANDARD JUVENILE library cardholders: (Age 17 and younger) No fines will accrue on books, magazines, and audiobooks checked out to a minor library cardholder. 10 cents per day per item for all other materials, including DVDs, Blu-Rays, and music CDs. Includes two renewals. Maximum fine per item will not exceed replacement cost.

NON COUNTY RESIDENT: 25 cents per day per item. Includes two renewals. Maximum fine per item will not exceed replacement cost.

EDUCATOR CARDHOLDERS: No fines will accrue on books, magazines, and audiobooks. 25 cents per day per item for all other materials, including DVDs, Blu-Rays, and music CDs. Includes two renewals. Maximum fine per item will not exceed replacement cost.

CONDITIONAL LIBRARY CARDHOLDER: 25 cents per day per item. Includes two renewals. Maximum fine per item will not exceed replacement cost.

### **Lost Materials and Materials Damaged Beyond Repair**

'Lost materials' are items that have been overdue for 54 days.

'Materials damaged beyond repair' are those items that cannot be returned to circulation.

Patrons with lost library items cannot check out any library materials, except by special arrangement with a library supervisor.

The actual cost of the material or a default cost for the material as indicated on the list below is charged as a replacement charge for lost items or materials damaged beyond repair.

- If the item is not returned, the patron owes the replacement charge.
- If the item is damaged beyond repair, the patron owes the replacement charge.
- If the lost item is returned, the patron owes any applicable overdue fines.
- If a patron pays the replacement charge and later returns the "lost" item to the library, no refund is given. The patron may keep the book or donate it to the library.

### Library Fees

External storage device	\$ 2.00 above cost
Headphone purchase	\$ 2.00 above cost
Print fees	\$ .25 per page
Includes printing of received faxes	

### Default Replacement Charges

These default charges are incurred when the purchase price of an item is not available through library records.

Audiobook set	\$40.00
CD (music)	\$15.00
CD set (music)	\$40.00
DVD/Blu-ray	\$25.00
DVD/Blu-ray set	\$40.00
Magazine	\$ 3.00
Hard cover book	\$25.00
Paperback	\$10.00
Read-along	\$10.00
Reference material	\$50.00
Vertical file material	\$ 5.00

#### Other replacement charges:

Audio-Video case	\$ 1.00
Computer lock	\$35.00
Other Locks	\$ 5.00
Engravers/etching tool	\$20.00
Missing pieces	\$ 1.00 (i.e., inserts, barcodes, labels)

***Fines, fees and charges may be adjusted by the branch manager or her/his designee.***

**APPROVED: December 8, 2016**  
**REVISED: September 20, 2018**