

# Fines and Fees

Approved by: Library Board

Approved Date: April 16, 2008

Revised Date: September 20, 2017

Review Schedule: Every 2 years in conjunction with budget cycle

Next Review Date: 2019

Ramsey County Library encourages patrons to return materials promptly in order to provide better service to all library users. Overdue charges help ensure the timely return of materials.

All materials are subject to daily overdue charges with a capping maximum. Lost items are subject to a replacement fee. Once paid for, lost library items may not be returned for a refund. Patrons are responsible for damages that occur to materials while they have them checked out and are required to pay for such damages. Replacement copies of lost or damaged items cannot be accepted in lieu of payment.

Materials must be returned with the library packaging. Patrons will be charged a replacement fee for lost or damaged packaging.

Registered library cardholders are responsible for all charges incurred on their library accounts. Parents or legal guardians are responsible for all charges incurred on library cards registered to their minor children. Fine free accounts incur charges for lost and damaged items, rental books and rental DVDs.

When a patron account has accumulated more than \$10 in overdue charges and fees or has more than 25 items still out and overdue, borrowing privileges are suspended until charges or items out have been brought under the threshold.

Patrons owing \$50 or more in fines and fees will be considered for Ramsey County Library's debt collection process.

Returned checks will be assessed a \$25 fee.

The Library Director has the authority to develop fine waiver programs for qualifying patrons with charges less than \$300.

## Summary of Loan Periods, Overdue Charges, and Default Replacement Costs

| Item  | Loan Period (days) | Daily Overdue Rate (adult items) | Daily Overdue Rate (E/J/YA items) | Max. Adult Overdue Charge (lower of) | Max. E/J/YA Overdue Charge (lower of) | Default Replacement Cost                      |
|---|--------------------|----------------------------------|-----------------------------------|--------------------------------------|---------------------------------------|---|
| Hardcover/Trade Paperback Books                             | 21                 | \$0.30                           | \$0.10                            | \$10.00 or price of item*            | \$2.00                                | price of item                                 |
| Rental Books  | daily charge       | \$0.25                           | \$0.25                            | \$25.00 or price of item             | \$25.00 or price of item              | price of item                                 |
| Mass Market Paperback Books                                 | 21                 | \$0.30                           | \$0.10                            | \$2.00                               | \$2.00                                | price of item                                 |
| Periodicals   | 21                 | \$0.30                           | \$0.10                            | \$2.00                               | \$2.00                                | \$5.00  |
| E-books   | 21                 | NA                               | NA                                | NA                                   | NA                                    | NA  |
| Compact Discs   | 21                 | \$0.30                           | \$0.10                            | \$10.00 or price of item             | \$2.00                                | price of item                                 |
| DVDs  | 7                  | \$1.00                           | \$1.00                            | \$10.00 or price of item             | \$2.00                                | price of item                                 |
| Rental DVDs   | daily charge       | \$0.50                           | \$0.50                            | \$25.00 or price of item             | \$25.00 or price of item              | price of item                                 |
| Video Games   | 7                  | \$1.00                           | \$1.00                            | \$10.00 or price of item             | \$2.00                                | price of item                                 |
| Talking Books on CD   | 21                 | \$0.30                           | \$0.10                            | \$10.00 or price of item             | \$2.00                                | \$11.00 x number of discs** or price of item  |
| Book Club in a Bag  | 42                 | \$1.00                           | NA                                | \$10.00 or price of item             | NA                                    | books: price of item; notebook or bag: \$3.50 |
| Interlibrary Loan Books, CDs, TB/CDs                        | 21                 | \$0.30                           | \$0.30                            | \$10.00 or price of item             | \$10.00 or price of item              | determined by loaning library                 |
| Interlibrary Loan DVDs                                      | 7                  | \$1.00                           | \$1.00                            | \$10.00 or price of item             | \$10.00 or price of item              | determined by loaning library                 |
| Storybags   | 21                 | NA                               | \$0.10                            | NA                                   | \$2.00                                | \$25.00                                       |
| Storytubs   | 21                 | NA                               | \$1.00                            | NA                                   | \$10.00 or price of item              | \$250.00                                      |
| Bike Locks  | 21                 | \$0.30                           | NA                                | \$10.00                              | NA                                    | key: \$5.00<br>lock: \$20.00                  |
| Power Check Meters  | 21                 | \$0.30                           | NA                                | \$10.00                              | NA                                    | \$25.00                                       |
| Draft Check Meters  | 21                 | \$0.30                           | NA                                | \$10.00                              | NA                                    | \$25.00                                       |
| GPS   | 7                  | \$1.00                           | NA                                | \$10.00                              | NA                                    | price of item                                 |
| Missing packaging, inserts, maps, video game booklets, etc. | NA                 | NA                               | NA                                | NA                                   | NA                                    | \$3.50/title                                  |

\* Price of item refers to original retail or cover price of item.

\*\* May replace a single compact disc for \$11.00 if publisher allows.