### Fines & Fees

#### FEES AND DEPOSITS

1. **Library Cards**
   - Clinton Township Resident: No charge
   - Non-Resident: $10.00 per family annually
   - Replacement Card: $1.00

2. **Overdues**
   - No daily overdue fees
   - Daily overdue fines will not be assessed for late items, however items 30 days or more overdue will be treated as lost, and a fine for the replacement cost of the item plus a processing fee will be billed to the patron’s account. If the item is returned after the patron pays the replacement fee but before the replacement has been purchased, the patron may receive a refund minus the processing fee. In most cases, replacements will be purchased within 24 hours of receipt of payment. See Lost, Damaged, and Replacement Charges for calculation of replacement cost.

3. **Copies**
   - Copy machine: Letter and legal size: $.10 per side
   - Copy machine: Ledger size (11’ x 17’): $.20 per side
   - Color (5-page limit): $.50 per side

4. **Faxes**
   - First 10 pages: $2.00
   - Pages 11+: $.25 per page

5. **Lost, Damaged, and Replacement Charges**
   - The replacement cost will be based on the current retail price for items still in print or based on the cost of comparable material for out-of-print items. In addition, a reasonable processing fee will be charged to recover the cost of processing the item, including covering, printing, and labeling. In the case of damaged materials, a reasonable fee will be charged to cover the cost of supplies for the repair. If an item is damaged beyond repair, the borrower must pay the full replacement cost including a processing charge. For material borrowed via interloan, the lending library will determine any costs for lost or damaged materials.

   Material returned after having been withdrawn from the library’s records may be donated back to the library. However, to offset the cost in staff time and supplies to re-instate the item, no refunds will be issued.

6. **Meeting room fees**
   - Non-profit groups: No charge
   - Non-profit groups-Outside regular library hours: $20.00 per hour for any part of an hour
   - Profit groups-Available regular library hours only: $20.00 per hour for any part of an hour

Approved May 17, 2021