

CIRCULATION - LOST AND/OR DAMAGED MATERIALS

Materials borrowed via any mechanism are the responsibility of the library patron. Replacement cost (not original purchase price) is the responsibility of any patron who borrows and loses any library material. In the case of children under the age of 18, it is the parents' responsibility to pay for lost or damaged items in accordance with the following schedule of terms:

1. Retail replacement cost of any item which is lost or damaged beyond repair and for which a current price can be found.
2. Materials borrowed through interlibrary loan which are lost or damaged are charged to the patron according to the bill provided by the lending agency.
3. A \$5.00 processing fee will be assessed in addition to the cost of the damaged or lost material.

Revised 7/12/2007
Reviewed 4/8/2010
Reviewed 3/11/2011