

NEWTON COUNTY PUBLIC LIBRARY FINES AND FEES RATE POLICY

The Newton County Public Library Board will charge the following rates of fines in accordance with Evergreen Indiana policy:

FINES/FEES

To encourage the prompt return of materials, the Evergreen Indiana libraries have established a schedule of fines and fees as an encouragement for the timely return of materials by their due dates. Overdue materials incur fines of 25¢ per day per item with a fine cap of \$10.00 or the cost of the item, whichever is lower. Materials with the circulation modifier of “equipment”, “equipment-restricted”, or “ereader” may incur fines of up to \$5 per day per item with either a \$225 or the cost of the item fine cap. Materials with the circulation modifier of “hourly” may incur fines of up to \$5 per hour per item with either a \$225 or the cost of the item fine cap. Materials with the circulation modifier of “special collection” may incur fines of up to \$1 per day per item with a fine cap of \$10 or the cost of the item. Transit packaging materials are not billable to the patron.

Juvenile cardholders will **not** incur overdue fines, with the exception of materials classified as “equipment”. However, fees will be charged for materials classified as “lost” or “damaged” regardless of the cardholder’s age. This policy shall only apply solely to those items borrowed on site at branches included in the Newton County Public Library system. This will including items transited from other Evergreen Indiana libraries, IN-SHARE, or the Statewide Remote Circulation Service (SRCS). Items borrowed directly from another Evergreen Indiana library using a participating member card shall be subject to the policies of that library.

PAYING FINES/FEES

Evergreen Indiana library fines and fees may be paid at any Evergreen library. Patrons may pay all or a portion of overdue fines. A patron’s record will remain blocked or barred until the fines and fees are paid or the patron has resolved the matter with the particular library to restore his or her privileges. A patron may be (or remain) “blocked” if related group or family member cards are “blocked.”

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Adopted by the Evergreen Indiana Executive Committee on December 14, 2012
Amended 10-08-2013, 04-04-2014, 12-08-2014, 08-11-2015, 02-09-2016, 03-31-2016, 11-10-2016, 02-13-2018, 04-10-2018, 06-14-2018, 08-14-2018, 02-12-2019, 03-21-2022, 01-16-2023

LOCAL PENALTIES AND FEES

DAMAGED RF TAG	50 cents (.50) for each incident
MISSING DATE DUE CARD	50 cents (.50) per day for each card not returned
COMMUNITY ROOM PRIVATE PERSONAL USE DEPOSIT	\$25.00
COMMUNITY ROOM USE FOR LOCAL PRIVATE CLUBS	\$25.00 per use
COMMUNITY ROOM PRIVATE PERSONAL USE RENTAL FEE	\$50.00 per use
COMMUNITY ROOM LOST/UNRETURNED KEY FEE	\$275.00
LAMINATING	50 cents (.50) for each license-sized item One dollar (\$1.00) for each 8 ½" X 11" sized item
SENDING FAX	\$1.00 for each page Local and toll-free fax numbers are free
INTERLIBRARY LOAN POSTAGE	The return rate as determined by postage label on the item
RECEIVING FAX	10 cents (.10) per page
PHOTOCOPIES	10 cents (.10) per side of page for black and white copies 25 cents (.25) per side of page for colored copies If a patron brings in their own paper, the cost will be reduced by 5 cents per copy. This will make B & W copies 5 cents, and color copies 20 cents.
TRANSPARENCIES	50 cents (.50) per page

COMPUTER PRINT OUTS

10 cents (.10) per page

DISK BUFFING

\$1.00 per title (CD, DVD, computer disk)

8/04

Revision approved 8/07

Revision approved 2/09

Revision approved 7/10

Revision approved 7/2014

Revision approved 9/2015

Revised 8/2016

Revised 8/2018

Revised 8/2020

Revised 03/21/2022

Revised 1/2023