

Ames Public Library Policy

Section: Library Operations
 Subject: Library Fines and Fees
 (Addendum to Circulation and Customer
 Accounts Policy)

Board:

Approved: 4/09
 Reviewed: 4/11
 Revised: 4/12, 10/12,
 11/13, 1/15

Fines

General Collection Books and Other Materials:

Daily Fine, All items.....	\$.25
Maximum Fine (All items except magazines).....	\$10.00
Maximum Fine, Magazines.....	\$2.00

Youth and Young Adult Books and Other Materials:

Daily Fine, All items.....	\$.25
Maximum Fine (except Parenting Packs and Read-Abouts).....	\$2.00
Maximum Fine for Parenting Packs and Read-Abouts	\$10.00

Standard Fees

Replacement Borrower's Card	\$1.00
Adult and Youth Materials (except magazines).....	Cost of item
Magazines.....	\$5.00
Map inserts in travel books.....	\$2.00
Liner Notes from CD or DVD	\$5.00
CD insert in book.....	\$10.00
CD within an audio-book	\$10.00
Item from Read-About Bag.....	\$15.00
Laminated page from Read-About Bag (per page)	\$1.50
Instrument from Smyles Instrument Bag.....	Cost of instrument
Item from Storytelling Kit	Cost of kit
Puzzle piece.....	Cost of puzzle
Plastic Bag for toys, kits, etc.....	\$2.00
Media Packaging (CD or DVD "jewel cases")	\$5.00
Special packaging for youth items (Smyles instrument bags, etc.).....	\$5.00
Processing Fee for lost or irreparably damaged items.....	\$5.00
Repairable damage to an item, including inventory tags or other library labels damaged or removed.....	\$2.00
Referral to Debt Collection	\$10.00

Note: Borrowing privileges are suspended when charges on an Individual Account or Educator Account reach \$10 or charges on a Family Account or Professional Account reach \$20.