

## Schedule of Library Fees and Fines

Policy Number:

Policy Type: Operational

Review Period: 4 years

Approval History: \*<sup>2</sup>, May 19, 2022

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### Fines, Lending Periods & Time Limits

Material Type	Lending Period	Fine	Renewal Limit	Item Limit
Books, paperbacks, audiobooks	21 days	\$0 / day	2	No limit
Children's books, paperbacks, and audiobooks	21 days	\$0 / day	2	No limit
Magazines	7 days	\$0 / day	2	No limit
Children's Magazines	7 days	\$0 / day	2	No limit
CDs	7 days	\$0 / day	2	No limit
DVDs	7 days	\$0 / day	1	10
Express Books	7 days	\$0 / day	No Renewals	No limit
Express DVDs	2 days	\$0 / day	No Renewals	3
Interlibrary Loan	varies	\$0 / day	No Renewals	6
3D Objects	7 days	\$0 / day	No Renewals	1
Snowshoes	7 days	\$0 / day	No Renewals	1
Board Games	7 days	\$0 / day	No Renewals	No limit
Arts Pass	7 days	\$0 / day	N/A	1
Chromebooks	2 hours	\$0 / hour	No Renewals	1
<b>Maximum Fines (per item)</b>				
Snowshoes			\$25.00	
Chromebooks			\$50.00	
All other materials			\$10.00	
<b>Replacement Charges</b>				
Snowshoes			\$100.00	
Chromebooks			\$400.00	
Adult, Teen, Children Library Card			Free	
<b>Non-Resident Membership (per person)</b>				
12 months			\$20.00	

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<sup>2</sup> Initial approval date unknown

1 month	\$5.00
<b>Photocopying/Printing (letter and legal size paper, per side)</b>	
Black and White Photocopying/Printing (single-sided)	\$0.15
Black and White Photocopying/Printing (double-sided)	\$0.20
Colour Photocopying/Printing (single-sided)	\$0.25
Colour Photocopying/Printing (double-sided)	\$0.40
<b>Laminating (letter, legal, ledger, and 3x5 sized paper)</b>	
3x5 (or business cards)	\$2.00
Letter	\$3.00
Legal	\$4.00
Ledger	\$5.00
<b>Faxing (per sheet)</b>	
Within Canada	\$1.00
Local Faxing of Resumes	Free
<b>Head Sets</b>	
Ear bud head sets	\$1.50
<b>Interlibrary Loan</b>	
Microfilm	\$2.00 / reel
<b>Photographs</b>	
Digitization	\$20.00 / image
Digital Reproduction	\$10.00 / image
Print reproduction (5"x7")	\$10.00 / image
Print reproduction (8.5"x11")	\$10.00 / image
<b>Makerspace</b>	
3D Printer Filament	\$0.10 / gram
Vinyl (24" roll)	\$0.25 / linear inch
Vinyl (12 roll)	\$0.15 / linear inch
T-Shirt Vinyl	\$5.00 / sheet
Iron-On Transfer Paper	\$1.50 / sheet
Button Blanks	\$5.00 for 20
Button Blanks	\$10.00 for 50

### Meeting Room Rentals

Library Meeting Room	Capacity	Equipment	Charge (per hour)
<b>Capreol Library</b>			
Room 1	5		\$7.00
Room 2	40		\$8.00
Room 3	40		\$8.00

<b>Chelmsford Library</b>			
Room 1	12	LCD Monitor	\$13.00
<b>Main Library</b>			
Room 1	40	Smart TV	\$20.00
Room 2	12		\$8.00
Makerspace	25	LCD Monitor	\$20.00
<b>New Sudbury</b>			
Sinclair Room	16 to 24	LCD Monitor	\$15.00
<b>South End Library</b>			
Conference Room	16 to 24	TV / DVD	\$20.00
Meeting Room AB	16 to 24	Smartboard / Projector	\$20.00
Meeting Room A	8 to 12	Smartboard / Projector	\$15.00
Meeting Room B	8 to 12		\$15.00
<b>Valley East</b>			
Multipurpose Room	60	LCD Monitor	\$25.00