

# Fines and Fees

## Fines

- a. Items checked out from the Oshkosh Public Library are exempt from overdue fines, with the exception of Interlibrary Loan and hotspots, regardless of where the items are returned.
- b. Items borrowed from libraries outside of the Winnefox Library System via the Interlibrary Loan service, which are checked out from the Oshkosh Public Library, will be charged overdue fines at the daily rate of \$1.00 per day/ per item. The maximum fine per item is \$10.
- c. Hotspots and the NEX Station console will be charged overdue fines at the daily rate of \$1.00 per day per item. The maximum fine per item is \$10.
- d. Experience Passes will be charged overdue fines at the daily rate of \$1.00 per day per item. The maximum fine per item is \$30.
- e. Items checked out from another library within the Winnefox Library System and returned to the Oshkosh Public Library will be assessed fines according to the fine/ fee policy of the library from which the item was checked out.
- f. The library will not charge fines for days when it is closed.
- g. Fines will begin the first day the item is overdue. There is no grace period.
- h. Patrons are allowed to check out material, access some online resources until their total accumulation of fines or fees reaches \$25. When this amount is exceeded, the patron must reduce the fine to below \$25 before additional material may be checked out.

## Overdue Notices and Billing

Customers receive at least one overdue notification. A bill for the replacement of unreturned items is sent at 30 days. Accounts 45 days past due are referred to a collection agency. The schedule for e-mail notices is different from mailed paper notices and phone calls.

## Lost Materials Fees

Patrons are responsible for all material checked out on their library card before the card is reported lost or stolen.

In the event of lost or damaged materials, library users will be assessed the actual price as assigned in the lost-item record. If no price information is assigned, library users will be charged standard replacement prices for library items that are lost or damaged beyond repair.

Item Type	Description	Default Price
AV	Audio-visual	\$60
AV-EQUIP	Audio-visual equipment	\$50
BOOK	Book	\$20
BOOK-LH	Book-Local Hold	\$20
BOOK-NH	Book-No Hold	\$20
CASSETTE	Cassette	\$15
CASS-LH	Cassette-Local Hold	\$15
CD	CD	\$12
CD-LH	CD-Local Hold	\$12
CD-BOOK	CD-Book	\$40
CD-BOOK-LH	CD-Book-Local Hold	\$40
CD-ROM	CD-ROM	\$45
CD-ROM-LH	CD-ROM-Local Hold	\$45
DIGITAL	Digital (Playaways, etc)	\$60
DIGITAL-LH	Digital (Playaways) - Local Hold	\$60
DVD	DVD	\$15
DVD-LH	DVD-Local Hold	\$15
DVD-NH	DVD-No Hold	\$15
ILL-BOOK	Interlibrary Loan Item	\$100
JBOOK	Children's Book	\$12
JBOOK-LH	Children's Book-Local Hold	\$12
JBOOK-NH	Children's Book-No Hold	\$12
JCASSETTE	Children's Cassette	\$15
JCASS-LH	Children's Cassette-Local Hold	\$15
JCD	Children's CD	\$12
JCD-LH	Children's CD-Local Hold	\$12
JCD-BOOK	Children's CD-Book	\$25
JCD-BOOKLH	Children's CD-Book-Local Hold	\$25
JCD-ROM	Children's CD-ROM	\$45
JCD-ROM-LH	Children's CD-ROM-Local Hold	\$45
JDIGITAL	Children's Digital	\$60
JDIGITALLH	Children's Digital - Local Hold	\$60
JDVD	Children's DVD	\$15
JDVD-LH	Children's DVD-Local Hold	\$15
JDVD-NH	Children's DVD-No Hold	\$15
JKIT	Children's Kit	\$25
JMAGAZINE	Children's Magazine	\$5

JSPECIAL	Children's Puppet/Puzzle/Game	\$20
JVIDEO	Children's Video	\$15
JVIDEO-LH	Children's Video-Local Hold	\$15
KIT	Adult Kit	\$25
LONG-NH	Long-Loan-No Hold	\$20
MAGAZINE	Magazine	\$5
MAG-LH	Magazine	\$5
MICROFORM	Microform	\$100
NEW-BOOK	New book	\$20
NEWSPAPER	Newspaper	\$2
PAMPHLET	Pamphlet	\$2
REF-BOOK	Reference Item	\$80
SHORTLOAN	ShortLoan Item	\$20
UI-LOST	Unreturned Item-DRA	\$50
UNKNOWN	Other	\$0
VIDEO	Video	\$15
VIDEO-LH	Video-Local Hold	\$15

Authorized staff may make exceptions for material that is significantly differently priced than the standard replacement charge prices. Library staff will check reputable sources for prices.

In lieu of paying the standard replacement price, a patron may replace a lost item with a new exact edition copy of the lost item.

Payments will be refunded up to one year after the item is paid for, if the item is located by the borrower and returned to the library or is located by the library and the borrower can be contacted.

Billing practices of libraries loaning materials to Oshkosh Public Library patrons may vary.

## **Standard Charges for Damages**

In the event of minor damage, no fee will be assessed. If the damage is severe and/or requires pieces or accessories to be replaced, the actual replacement cost will be charged.

## **Lost Library Card Replacement Fee**

- Patrons - 18 years old and up - \$1.00
- Patrons under age 18 - \$0.50

## **Notary Public Service**

No charge

## **Print Out, Photocopy, Scan & FAX Charges**

Computer print-outs	\$0.20 per page b&w
And Photocopies	\$0.40 per page color

Fax	No charge
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Scan	No charge
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Microfilm or Microfiche Prints: \$0.20 per page

Except for coin-operated public equipment, payment is to be made at designated service desks.

## **Miscellany**

Book Store items

Hardcover books	\$1.00
Paperbacks	\$0.50
CDs and DVDs	\$1.00
Children's Books	\$0.50 and \$.25
Magazines	\$0.10

Items that are significantly more valuable than the standard price will be priced and marked accordingly by authorized staff.

Ear Buds	\$2.00
Flash Drive (small)	\$2.50 (or market cost)
Flash Drive (large)	\$4.50 (or market cost)
Blank DVD	\$1.00 (or market cost)

Meeting Room	See Meeting Room Policy
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Graphic Design (Contractual)	Varies by job
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**Drafted by:**

OPL Administration

**Approved by:**

Library Board

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