

**APPENDIX 2B - Schedule of Fines and Fees**

<b>Overdue Materials</b>	<b>Daily Fine</b>	<b>Maximum Fine/Item</b>
Print materials and eReaders	\$ .20	\$ 5.00
Audiovisual materials other than DVD	\$ .20	\$ 5.00
Pop Picks: Books & Magazines	\$1.00	\$10.00
All DVDs, Blu-ray discs, Video Games, and Rokus	\$1.00	\$10.00
Equipment and kits	\$1.00	\$10.00

<b>Service</b>	<b>Fee</b>
Photocopies and printouts (computer and microreader)	\$ .10 per page - black and white \$ .25 per page - color
Portable Memory	Cost varies upon data storage capacity and format
Non-resident library card	Annual fee based on EAV and PPLD tax rate for homeowners, or 15% of monthly rent for renters, per Policy 2-2
Replacement library card	\$2.00
Lost or damaged item	Cost of item plus \$5.00 processing charge (Item value \$5.00 or more) Cost of item plus \$2.00 processing charge (Item value less than \$5.00)
Processing charge (missing insert, booklet, or jacket)	\$2.00
Interlibrary loan & periodical article request	Patron responsible for any fees imposed by lending library, including shipping, whether item is picked up or not.  \$1.00 per day for each overdue item
Accounts sent to Collection Agency	\$10.00 fee

**APPENDIX 2B - Schedule of Fines and Fees (continued)**

**Meeting Room Use Fees**

Library staff will assign rooms based upon the needs of the organization.

<u>Base Fees for up to 4 hours*</u> (Includes standard room setup)	<u>Not-For-Profit Organization</u>	<u>For-Profit Organization</u>
Rooms 2 and 3 (small)	\$10.00	\$ 50.00
Room 1 (large)	\$15.00	\$100.00
*Each additional hour fee	\$5.00	\$25.00

**Standard Room Setups**

- 1 65 chairs, theater style and 2 tables
- 2 Tables and chairs, hollow square, to seat 24
- 3 Tables and chairs, rectangle, to seat 12

**Additional Fees**

	<u>Not-For-Profit Organization</u>	<u>For-Profit Organization</u>
Room Rearrangement Fee (For any setup other than standard)	\$10.00	\$10.00
Refreshment Fee	\$15.00	\$30.00
Extraordinary Cleanup	at cost	at cost

(Appendix referenced in Policies 2, 3 and 8. Approved by PPLD Board of Trustees 5-1-05; Last Revised 6-13-18,, Effective 7-1-18)