

## Tulsa City-County Library Policies

# Fines

Type of Item	Overdue Fines	Maximum Fines
Audio Recordings	\$.10 per day	\$2.00
Books & Circulating Periodicals	\$.10 per day	\$2.00
Films	\$.10 per day	\$2.00
Interlibrary Loan Materials	No fine	Replacement Cost of Lending Library
Reference Materials	\$.10 per day	Replacement Cost
Adult, YA & Tween Kits	\$.25 per day	\$5.00
Juvenile Kits	\$.10 per day	\$2.00
Poster Kits	\$.25 per day	\$5.00

These Fines assume that materials are returned undamaged. Full replacement costs are assessed for **damaged materials**. See Appendix section 'Replacement Charges for Lost or Damaged Materials' for details.

### **Restrictions/Criteria**

Customers will be prevented from checking out materials, renewing or requesting items if fines are \$25 or more. If fines are \$50 or more, computer usage privileges are removed.

The highest level overdue at which customers are blocked is a bill. That is one item, 45 days past due.

### **Collections Agency**

The library will send customer records to a collection agency when unpaid fines and fees reach \$50 or more and there is at least one billed item on the record.

If a customer account is referred to a collection agency, a \$10 recovery fee will be assessed in addition to any accrued fines or fees. This \$10 fee may not be waived even if materials are returned.

### **Children's/Juvenile Material Fines**

These materials will not accumulate fines no matter who checks them out. This does NOT include replacement fees for lost, long overdue, or damaged materials.

Materials this will affect:

- Beginning Readers
- Board Books
- Easy Picture Books
- Juvenile, Tween or Young Adult:
  - Blu-ray Fiction & Nonfiction
  - CD-ROMs
  - DVD Fiction & Nonfiction
  - Fiction & Nonfiction
  - Fiction & Nonfiction on CD
  - Kits
  - Large Print Fiction & Nonfiction
  - Music
  - Playaways Fiction & Nonfiction
  - Playaways View Fiction & Nonfiction

\*EXCEPTIONS: Board book kits, Story boxes/Teacher's kits