

Policies Register
incorporating
policies, procedures and protocols
Clarence Regional Library

Schedule of Fines and Fees

Policy, procedure, protocol

Fines and Fees

Adoption date

9 December 2016

Amended date

Review due date

November 2017

Responsible officer

Regional Librarian

Clarence Regional Library: Bellingen, Dorrigo, Grafton, Iluka, Maclean, Urunga and Yamba and Mobile Library

Purpose

To list the Fines and Fees charged by the Clarence Regional Library.

Definitions

Borrow – use of a library item, with an obligation to return it by the due date without damage.

Charge – an amount applied by the Library for lost or damaged items.

Due Date – refers to the date recorded by the Clarence Regional Library when a lent item is required to be returned to the Library

Fee/Fine – an amount applied by the Library for overdue items.

Item – refers to any book, magazine, video, CD, DVD, Microfilm, microfiche, cassette or any other recorded material, regardless of physical form, that is part of the Library collection.

Library – refers to the Clarence Regional Library.

Library Member - shall mean a person who has been issued a library card and is entitled to borrow items from the Library for which they may incur fines or charges.

Schedule of Fines and Fees

Overdue Fines per item per day	0.10
Inter Library Loan Request per Title (outside Clarence Regional Library Service)	\$5.50
Temporary Borrower per year	\$30.00 (There is a \$20.00 refund on cancellation of temporary membership)
Replacement of Lost Membership Card	\$3.00
Lost/Damaged Books	\$Cost+GST+6.00

Source

Sourced from: Clarence Valley Councils Schedule of Fees and Charges July 2016: Available from Council's website www.clarence.nsw.gov.au.

Clarence Regional Library: Bellingen, Dorrigo, Grafton, Iluka, Maclean, Urunga and Yamba and Mobile Library