

# Finkelstein Memorial Library

## Materials Loan Policy and Extended Fees

### ADULT BOOKS



ITEMS	LOAN PERIOD/LIMIT #
Express Books	7 days/2 titles ( NR)
NEW Fiction, Nonfiction, Mystery, Sci-Fiction, PBs	14 days 5/subject/author (NR)(H)
OLDER Fiction, Nonfiction, Mystery, Sci-Fiction, , PBs, GNs	28 days 5/subject/author(H)(R)
Travel Books	2 days/5 sub/author(NR)(H)
Holiday Books	14 days/5 sub/author (NR(H)
All Large Print Books	28 days 5/subject/author(H)(R)
Magazine	7 days (R**)
<b>MUSEUM ACCESS</b> (18+ yrs of age & FML card)	3 days/ 2 different <b>NOT RENEWABLE</b>



### ADULT / YA OVERDUE FEES

.10cents/day/ Books/ Magazines/CDs/AudioBooks  
 2.00/ day Games  
 \$8.00 Max. Fine/ Books/ CDs/ Great Courses  
 \$2.00 Max. Fine/ Paperbacks/ Magazines  
 \$10.00/day /MUSEUM PASSES  
 \$30.00 Maximum Fine/ MUSEUM PASSES

### CHILDREN'S BOOKS



ITEMS	LOAN PERIOD/LIMIT #
New Books,GNs & Holiday,Books	14 days/ 3 subject/author (H)
Magazines	7 days/ 3 titles (R*)
Older Books & all Paperbacks	28 days/ 3 sub/author (H)(R)

### CHILDREN'S OVERDUE FEES

.05cents /day/ Books/ Magazines/ CDs/Audio Books/PBs/Books & CD Kits  
 \$4.00 Maximum Fine/Books/PBS  
 \$2.00 Maximum Fine/ Magazines  
 \$8.00 Maximum Fine/CDs/Books & CD Kits

### ADULT AUDIOVISUAL



ITEMS	LOAN PERIOD/LIMIT #
New DVDs & Blue-ray	3 days/ 2 each (NR)(H)
OLDER DVDs & Blu-rays	7 days/ 3 each (R*)(H)
NEW Books on CD & MP3s & All Nonfiction DVDs	14 days/3 titles(NR)(H)
OLDER Books on CD & MP3s	28 days/ 3 titles(R*)(H)
All Compact Discs (music)	14 days/5 titles(NR)(H)
All CD-ROM/ DVD-ROMs	14 days/2 titles(NR)(H)
Great Courses on CD or DVD	28 days/ 3titles(NR)(H)
Games	7 days/ 1 title (NR)
Kindle/Nook (FML Patrons 18+)	14 days/ 1 device (NR)

(R) - renewable twice for 14 days  
 (R\*) - renewable once for 3 days  
 (R\*\*) renewable once for 7 days  
 (NR) not renewable  
 (H)- holds may be placed

\$1.00/day /Blu-rays/DVDs / CD-ROMs, DVD-ROMs/ Great Courses  
 \$12.00 Max. Fine/ Blu-rays/DVDs /CD-ROMs & DVD-ROMS  
 \$24.00 Max. Fine/ Audio Books/ Great Courses

### CHILDREN'S AUDIOVISUAL



ITEMS	LOAN PERIOD/LIMIT #
DVDs/ CD-ROMs	7 days/ 3 titles (H)
CD/Audio book/Book&CD Kits	14 days/ 3 titles (H)
Games	7 days/1 titles

(R)- Renewable twice for 14 days  
 (R\*) Renewable once for 7 days  
 (H)- Holds may be placed

\$1.00/ day /DVDS /CD- ROM/ Games  
 \$12.00 Maximum Fine/DVDS/CD-ROMs  
 \$20.00 Maximum Fine/ Audio Books

## Finkelstein Memorial Library Materials Loan Policy and Extended Fees

### OVERDUE AND LOST MATERIAL

Total maximum number of items checked out/card is 50.

Patrons will be given a receipt with due dates for the items borrowed.

Patrons with fines or charges of more than \$5.00 will not be allowed to check out until their record is below \$5.00.

No fines are charged when the library is closed.

The maximum fine should not exceed one half the replacement cost of an item.

If an item is not returned after 6 weeks from the due date, it will be considered lost and will be billed for the replacement cost. All borrowing privileges will be suspended until the billed item has been checked in or paid for.

Effective Sept. 10, 2012, a refund will not be issued once an item has been paid for.

**A Library Card is to be used ONLY by the patron to whom it is issued, as is stated on the card.**