

## FLOSSMOOR PUBLIC LIBRARY – SCHEDULE OF FINES AND FEES

### OVERDUE MATERIALS

|                                                                       |                                                                                  |
|-----------------------------------------------------------------------|----------------------------------------------------------------------------------|
| DVDs & Video Games                                                    | \$0.00 for Flossmoor Library Cardholders<br>\$0.50 per day all other cardholders |
| Hot Spot devices / iPad kits / Equipment                              | \$1.00 per day                                                                   |
| Hot Picks                                                             | \$0.00 for Flossmoor Library Cardholders<br>\$0.15 per day all other cardholders |
| All other Flossmoor materials                                         | \$0.00 for Flossmoor Library Cardholders<br>\$0.10 per day all other cardholders |
| Material checked out at other libraries,<br>but returned to Flossmoor | Each item must be checked in on<br>SWAN to determine the fine                    |

### CHARGES FOR LOST OR DAMAGED FLOSSMOOR MATERIALS

|                                                                                                   |                              |
|---------------------------------------------------------------------------------------------------|------------------------------|
| Lost or Damaged Materials                                                                         | Cost + \$5.00 processing fee |
| Partial loss of accompanying materials found in<br>Books, kits, games, equipment, etc.            |                              |
| Magazines                                                                                         | Cost + \$3.00 processing fee |
| Unabridged books on CD – partial loss or<br>damage of individual CDs from<br>unabridged sets only | \$8.00 per disc              |

### PRINTING FEES

|                           |                 |
|---------------------------|-----------------|
| Computer Printing Charges |                 |
| Black & White             | \$0.10 per page |
| Color                     | \$0.25 per page |
| Fax                       | \$1.00 per page |

### LIBRARY CARDS

Flossmoor residents will be given replacement cards free of charge

|                  |                                                   |
|------------------|---------------------------------------------------|
| Non-Resident Fee | updated annually – see Non-Resident<br>Fee Policy |
|------------------|---------------------------------------------------|

## INTERLIBRARY LOAN

### Overdue Fines

Each item must be checked in on SWAN to determine fine. Flossmoor item rate if item is checked out at Flossmoor. Otherwise the item will follow the overdue fees at the check-out location.

### Lost or Damaged Materials

Cost of item + \$5.00 processing fee

Interlibrary Loan of materials requested from  
Outside the State of Illinois

\$5.00 per requested item

## RAILS CREDIT BUREAU CHARGES

Applies to reciprocal borrowers only. (Reciprocal borrowers are residents of one community who use another library.) After an item is 42 days overdue, the patron is charged the replacement cost and a RAILS Credit Bureau fee.

If a Flossmoor resident uses their library card at another library, and the item checked out is 42+ days overdue, they may be charged a \$10.00 collection fee by the library where the item was checked out. Flossmoor Public Library is unable to waive these fees for our patrons.

Revised by the Board of Trustees: October 8, 2013

Revised by the Board of Trustees: November 12, 2019

Revised by the Board of Trustees: March 10, 2020

Revised by the Board of Trustees: December 13, 2022