

PORT JERVIS FREE LIBRARY
Loan and Fines Policy
Approved by Board on May 10, 2010

Only 4 Non-Fiction books at a time, please; 2 per subject. Books from the downstairs collection check out for either 2 or 4 weeks depending on type.

Audiotapes are limited to 4 at a time. They check out for 2 weeks.

Videos are limited to 6 at a time from the downstairs and upstairs collection. Videos check out for 7 days.

A book may be renewed once, provided that it is not reserved for another patron. If the book is on loan from another library, we must call that library for permission.

Since book prices now average over \$25 each, we now check our files routinely to confirm the patron's status as a patron in good standing (no fines, no overdues).

These policies are designed to share our resources fairly, and to ease the expense of sending courtesy overdue notices.

There is no charge for a library card if you live in the Port Jervis School District.

****Non-resident family card \$75 per year****

****Internet Only card \$10 per year****

Fines \$.20/day for books and audios. Maximum fine per item \$5.00

Children's Department \$.10/day for books and audios. Maximum fine per item \$3.00

Videos \$1.00/day. Maximum fine per video \$5.00

*Please note that Interlibrary Loan books are subject to the fines of the library that owns the book.