

**Lincoln City Libraries
Lincoln, Nebraska**

POLICY TITLE: FEES

Lincoln City Libraries offers a full range of informational, educational, and recreational library services. It is the policy of the Board of Trustees of Lincoln City Libraries to offer as full a range of services as possible within the limitations of its budget. Fees may be imposed for nonbasic services. See State Statute: 51-201.01 for definition of nonbasic service.

Library Card: There is no fee for a library card for residents of Lincoln and Lancaster County.

Non Resident Card –

- Summer Reading - \$5.00 (valid June & July - juveniles only)
- 3 months – \$15.00
- 6 months – \$30.00
- 9 months – \$45.00
- 12 months – \$60.00

Replacement of Lost Card - \$1.00

A library customer's record is blocked from checkout, computer reservations, and remote access to electronic resources if total charges are \$15.00 or more.

Overdue Fees:

Lincoln City Libraries charges overdue fees as an incentive to return materials on time. Overdue fees start the day after the due date of the item.

Adult Cardholder	\$0.35 per item per day
Youth Cardholder	\$0.15 per item per day
Packaged Collections	\$1.00 per day per bag

Maximum Overdue Fees:

Adult Items	\$7.50 per item
Youth Items	\$3.00 per item

Lost Item Fees:

- Adult Cards – item replacement price
- Youth Cards – item replacement price

Damage Fees – Library staff has the responsibility to charge for damage to materials when customer is responsible for the damage. A schedule of current damage charges is developed and maintained by Library Administration.

Reserves/Holds: Reserves/holds may be placed on materials by customers via phone, computer, or in person at no fee. A \$.50 fee will be assessed (per item) if material placed on reserve/hold is not picked up by customer within allotted time period.

Collection Fee: A \$10 fee will be assessed to customer when customer's record is turned over for collection action.

Printing:

All printing from self-service computer reservation system printers

Black & white - 10 cents per page

Color - 25 cents per page

Reference by Mail/E-Mail:

Customers with Lincoln City Libraries cards-

No charge for research

Copies/Prints – 25 cents per page

Customers without Lincoln City Libraries cards-

\$5.00 per name/item researched

Copies/Prints - 25 cents per page

Reference by Fax:

Local Phone Numbers -

25 cents per page

Long Distance Phone Numbers:

\$5.00 per request plus 25 cents per page

Meeting Rooms:

Rent - \$ 0.00 per hour/non profit organizations or governmental agencies

\$10.00 per hour/for profit organizations

Stack Mover Rental: Fee negotiated with Library Director, not to exceed \$250.00 per day, or partial day, of usage

ADOPTED BY LIBRARY BOARD: May 20, 2008

EFFECTIVE DATE: July 1, 2008

REPLACES: Circulation Policies Fines & Fees; Fees – Reference by Mail/E-Mail and Fax; Fees – Self Service Computer Reservation System Printing Fees

REVISED: April 17, 2009; July 14, 2009 with effective date of September 1, 2009; January 20, 2010; June 15, 2010 with September 1, 2010 effective date

LAST REVIEWED BY LAW: January 12, 2010

June 2010