

York County Library

Fines and Fees Policy

Approved by the York County Library Board of Trustees on September 17, 2009.

The County Library Board of Trustees is the legal governing body for all public libraries in South Carolina per state statute. As such, they approve all library-levied fines, fees, and charges for use of library privileges, as listed below.

Overdue fines:

Overdue fines for materials of all formats	20 cents per item per day
Maximum overdue fines per item	\$5.00 per item

Fees:

Out-of-county library card with full privileges	\$25.00 per person per year*
Out-of-county Internet-only library card	\$2.00 one-time fee (excluding replacement – see below)
Returned check fee	Equivalent to bank charges to the Library
Collection agency fee	\$10.00 each time
Black and white copies and printouts	15 cents per page
Color copies and printouts	25 cents per page
Processing and supply fee for lost or damaged materials	\$10.00 per item
Hourly rate for in-depth genealogy and/or local history research performed by library staff	\$25.00 per hour

***Equivalent to local County tax support plus internal library funding support on a per capita basis and subject to change in each new fiscal year, which begins July 1 each year and ends June 30 the following year.**

Charges for damaged materials that are still useable:

If the item is still useable, charges for damaged materials will be dependent on the type and amount of damage and will be assessed on a case-by-case basis.

Charges for damaged materials that are no longer useable:

Materials that are damaged beyond continued use must be withdrawn from the collection. Replacement cost rules apply (see policy below).

Library card replacement costs:

Library card	\$2.00 each replacement
Internet-only library card	\$2.00 each replacement

Replacement charges for lost materials: when replacement cost can be determined

Replacement cost of lost library materials	The actual cost of replacing each item plus a \$10.00 processing fee
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Default replacement charges for materials: when replacement cost cannot be determined

Adult and teen hard-back book	\$25.00
Adult and teen paper-back book	\$10.00
Children's hard-back book	\$20.00
Children's paperback book	\$5.00
Audio cassette	\$7.00 per cassette
Audio compact disc	\$8.00 per disc
Video cassette	\$10.00 per cassette
DVD	\$15.00 per disc

Plus a \$10.00 processing fee for each item replaced.

Payment plans:

The Library will work with users on a case-by-case basis to set up payment plans when the entire charges cannot be paid at one time. The patron's card will remain blocked until all charges are paid.

The Library will receive payments by cash, personal check, bank/cashier check, or credit card. If check or credit card payments are declined, the Library will charge the patron for any charges levied against the Library by their financial institution or the credit card company, and the patron will be restricted to cash or cashier check payments for all future transactions.

Checks written on closed accounts or used in any other fraudulent manner will be turned over to the York County Solicitor's Check Fraud Division for prosecution.