



ELKHART PUBLIC LIBRARY

Policy

Fee Schedule

Approved by the Board of Trustees
Effective January 1, 2018

Overdue Fines	
Book	\$0.10 / Per Day
Magazine	\$0.10 / Per Day
Pamphlet	\$0.10 / Per Day
Compact Disc	\$0.10 / Per Day
DVD	\$0.50 / Per Day
Framed Print	\$0.25 / Per Day
Lost/Damaged Items	
All Materials except Magazines -- Processing fee <i>may</i> be waived if an item is returned in good condition before it is removed from the catalog. -- No refunds will be issued after one year from the date of payment for a lost item.	Cost of Material PLUS \$10 Processing Fee
Replacement Cost – Magazine	Cost of One Issue
Plus Processing Fee – Magazine	\$5.00 / Per Item
Container Replacement	\$1.00 / Per Item
Library Cards	
Resident	None
Replacement	\$1.00 / Per Card
Nonresident – Individual (set by annual Board resolution)	\$65.00 / Per Year
Nonresident – Student or Teacher (set by annual Board resolution)	\$30.00 / Per Year
Public Library Access Card (PLAC) (set by Indiana State Library 1/1/2018)	\$65.00 / Per Year
Other Fees and Charges	
Referral to Debt Collection	\$10.00
Photocopy – Black and White (includes microfiche and microfilm)	\$0.15 / Each
Photocopy – Color	\$0.50 / Each
Scan to Electronic format (file, e-mail, etc.)	None
Send Fax to Local, Toll Free Number, or Long Distance	\$1.00 / Per Page
Send Fax to International Fax Local or Toll Free Number	\$2.00 / Per Page
Obituary photocopy/scan – delivered via US mail or e-mail	\$5.00 / 1–3 obituaries (\$5 for additional increments of 1-3 obits)
Local history and genealogy research assistance – delivered via US mail or e-mail	\$5.00 / up to 30 minutes of assistance (\$5 for additional 30-minute increments up to a max. of 1.5 hrs per month per requester)

Adopted by the Elkhart Public Library Board of Trustees: January 16, 2018
Supersedes Fee Schedule adopted June 21, 2017 (and subsequently updated 10/26/2017 and 11/9/2017).