

### **Late and overdue materials**

- On September 22, 2022, all current overdue fines for library materials will be waived (excludes lost or damaged material fees and referral charges or charges from ILL overdues).
- Daily fines for overdue library materials will no longer be collected with the following exceptions:
  - Items borrowed from another library are subject to that library's borrowing policies which may include overdue fines
  - Library material exclusions to this policy include WiFi hot spots, tablets, laptops, telescopes, outdoor movie kits, and items from the ACL Library of Things
- Patrons are still responsible for returning items and paying for any lost or damaged materials
- Reminders will be sent via the patron's selected contact method on the following timeline:
  - Prior to the item being due
  - When the item is overdue
  - 7 days overdue
  - 14 days overdue
  - 21 days overdue

Materials that are more than 21 days overdue will result in the patron's account being blocked until they are returned. Patrons will be billed the replacement cost for any items that are damaged or overdue by 30 days. This bill will be waived if items are returned. Accounts owing more than \$25 may be sent to collections if the materials are not returned or paid for after 90 days from the billing date. Accounts sent to collections are subject to an additional referral fee. This information is NOT reported to credit bureaus.

Adopted: September 21, 2022