



AURORA PUBLIC LIBRARY BOARD

FEES AND SERVICE CHARGES POLICY

1. LIBRARY MEMBERSHIP

There is no charge for membership with the Aurora Public Library to those who live, work, attend school (K-12), or own property, in Aurora or in a York Public Libraries Network municipality (YPLN - Markham, Newmarket, Richmond Hill, and Vaughan).

The annual membership fee for those who do not live, work, attend school, or own property, in Aurora or a YPLN municipality is \$40.00 per person.

Temporary Aurora residents are charged a \$20.00 deposit which is refunded upon the return of all materials and the membership card.

Replacement cost for a lost or damaged membership card is \$2.00.

2. FINES

Fines or overdue charges are applicable to all circulating materials and are levied as follows:

Children (Birth to ages 13 inclusive)

- \$0.05 per day per item
- \$3.00 maximum per item
- \$10.00 maximum per member

Youth/Adult (ages 14 to 64 inclusive)

- \$0.25 per day per item
- \$3.00 maximum per item
- \$20.00 maximum per member

Senior Citizens (ages 65 years and older)

- \$0.10 per day per item
- \$3.00 maximum per item
- \$10.00 maximum per member

Clients of the Visiting Library Service are not charged fines but are charged for lost or damaged materials.

3. COLLECTION AGENCY REFERRALS

A \$15.00 service charge is levied for each overdue account referred to the collection agency. This charge is in addition to overdue fines or replacement value of the overdue items in question.

4. LOST AND DAMAGED MATERIAL

The borrower is responsible for library material in his or her possession.

The charge for lost or damaged materials is based on the full replacement cost including the cost to acquire, catalogue and process the item. A non-refundable \$5.00 processing fee will be assessed at this time.

Replacement copies in lieu of payment are not accepted.

5. PRINTING

Printing is available from photocopiers, laser printers and the microfilm/microfiche readers. In all cases the following charges apply:

- \$0.15 per page (b/w)
- \$0.50 per page (col)
- \$0.30 per page (b/w) for 11" x 17"
- \$0.25 per copy for microfiche/film copier

6. INTERLIBRARY LOANS

Charges levied by the lending library for interlibrary loans will be charged to the user. Payment must be made in full before material can be loaned to the customer. The amount charged will be in accordance with rates of the lending institution.

7. PROGRAM REGISTRATION

Fees for programs are determined on an individual basis, with the intent of recovering the cost of external resource people and materials.

A surcharge of \$10.00 is levied for each non-resident who registers for a Library program, with the exception of a non-resident who is a Library member as a result of paying an annual membership fee. In addition, registration for non-residents occurs after registration for residents.

An administration fee of \$5.00 will be levied for each requested registration fee refund. If applicable program fees are less than \$5.00, there will be no refund.

7. N.S.F. CHEQUES

There is a \$25.00 service charge on N.S.F. cheques received as payment for Library fees or services.

Related Policies

1. APL Circulation Policy

Approved Date: December 17, 2008.....Motion # 08.12.85.....
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