

Circulation Policy: Audio Visual Materials and Fines

- i. Audio/Visual Material (Updated May 8, 2018)
- ii. As the Hopkins District Library's VHS collection has been entirely donated, the lending period for these items is 3 weeks. Audio books (CD) and story books (CD) will lend for 3 weeks. DVDs will lend for 1 week at a \$1.00 overdue fee. Rated R DVDs require an adult card to checkout.
- iii. Fines

1. Late fines (per day)

Books	.15
Magazines	.15
VHS	.15
DVD	1.00
Audio Books/Story Books	1.00

2. Damaged Material fines

Book/Magazines		
	Water damage	\$1 – cost of book
	Animal damage	\$1 – cost of book
	Cut/torn pages	\$.50 – cost of book
	Writing/highlighting	\$.50 – cost of book
	Lost barcode	\$1
CDs/DVDs		
	Scratched (but plays)	\$1 - \$5
	Scratched (does not play)	Replacement cost
	Broken case/bag	\$1 - \$3
	Lost barcode	\$1

