

Suspension of Library Service

Loan privilege will be denied to any patron assessed a fee of \$5.00 or more. This will include, but not be limited to:

- unpaid fines
- outstanding overdue library materials
- unpaid assessments for lost or damaged library materials.

Parents/guardians of a child that has \$5.00 or more in fees will also have their borrowing privileges/computer access suspended.

If the patron notifies the library that the material has been misplaced, the suspension of library privileges may be avoided during a two-month interim.

Patrons who claim to have returned materials and which library records show to still be checked out, will have that status noted in their library record. Staff and patron will both search for material in question. For an initial claim, patron will not be assessed a fine. However, the second time such an occurrence takes place, and if the material cannot be located within a two month period, the patron will be held accountable for missing material as stated above.

Persons are responsible for the replacement value of damaged materials.