



Library Fees & Services Policy

Adopted: 07/13/17

Revised: 2/10/22

The Walworth-Seely Public Library offers several services to the patrons and community. Because of the cost incurred for the materials and wear/tear on machines, some services have a minimal fee associated with each use. Please refer to the attached schedule for the current fines/fees. This schedule will be reviewed on a yearly basis and be updated as necessary.

2022 Approved Loan Period, Renewals and Fines

Item Type	Loan Period & Renewals allowed	Fines
All materials <i>(not otherwise listed below)</i>	3 weeks 2 renewals	Fine Free
Video Games <i>(limit 3 per checkout)</i>	1 week 1 renewal	Fine Free
Weekly Magazines	1 week 0 renewals	Fine Free
DVDs <i>(limit 5 per checkout)</i>	1 week 1 renewal	Fine Free
TV Series <i>(limit 5 per checkout)</i>	3 weeks 1 renewal	Fine Free
Tablets & nook eReaders <i>(User agreement must be signed)</i>	3 weeks 0 renewals	Fine Free
HotSpots <i>(User agreement must be signed)</i>	1 week 0 renewals	Fine Free* *If HotSpot is overdue and data needs to be shut off, a \$5.00 fee will be charged to patron's account
StoryTime Bags	1 week 1 renewal	Fine Free
Experience Kits	1 week 1 renewal	Fine Free



2022 Approved Fees for Library Equipment and Services

<i>Service Type</i>	<i>Fees associated with use</i>	<i>Other Information</i>
3D Printer	\$.20 per gram Weighed prior to print	Must make an appointment
Copier/Printer	Charged per page/per side	Black ink only prints \$.20 per page/per side Color ink prints \$.40 per page/per side
Faxes	\$1.00 per page	To send or receive
Lamination	\$2.00 per pouch	Pouches are 8" x11" – must use library's supplies
Ellison Die Cut	NA	
In-house Laptop	NA	To be used in-house only, as available
Replacement Library Card	\$0.50	
VHS to DVD disc transfer	\$5.00 per use (includes cost of DVD-R and case)	Staff assist – make appointment
DVD Disc Cleaning	\$1.00 per disc	Staff assist – make appointment
Scale	NA	
Sewing Machines	User provides own supplies	Appointment required