

Fine and Fee Schedule
Library Services
Effective February 17, 2016

Overdue Fines

Overdue fines are charged to encourage the timely return of materials. Fines will accrue daily on each item at the following rates for every day past the due date including days libraries are closed:

Print Materials, Interlibrary Loans, Digital Media (Multi-part recordings or kits count as one item.)

- \$.20 per day per item. \$5.00 maximum per item

Following the due date for print materials and digital media, a seven day grace period will be in effect. Fines will not accrue for these items if returned within the first seven days following their due date.

Realia and Book Discussion Kits

- \$1.00 per day per item. Maximum Fine: 10% of cost of item. No Grace Period.

Continuing Legal Education (CLE)

- \$1.00 per day per CD. \$5.00 Maximum Fine. No Grace Period.

Lost or Damaged Material

- Cost of repair or replacement plus sales tax.

The Library is solely responsible for determining necessary repairs to damaged material. If the Library determines that the cost of repair exceeds the cost of replacement, the item will be removed from circulation and the replacement cost will be charged. If the item can not be replaced, the Library will establish and charge a comparable value.

Collection Services Processing Fee \$10.00 per event

Patron accounts with balances of \$50.00 or greater past due more than ten days after the final notice will be submitted to collection services. Patron accounts that accrue a balance in overdue fines of \$50.00 or greater will be sent to collection services when the amount owed reaches \$50.00. The processing fee will be added to the total amount due.

Westlaw Staff Assisted Research Fee \$2.00 Case or KeyCite
\$8.00 Staff Search

Photocopiers and Printers

Print \$.20 per page
Photocopy .20 per page
Microfilm .25 per page
Inter-Library Loan photocopies .25 per page plus \$2.50 for delivery.
Note: Photocopy and printing prices include applicable sales tax. These fees may not be waived.

Fax (Law Library) \$1.50 per page

Commercial/Catering Kitchen Cleaning Fee \$150.00

Meeting Room Cleaning Fee \$25.00

<u>Returned Check Service Fee</u>	<u>Amount of Returned Check</u>	<u>Fee</u>
	\$ 50.00 or less	\$25.00
	\$ 50.01 to 300.00	\$30.00
	\$ 300.01 to 800.00	\$40.00
	\$ 800.01 and over	5% of check amount

The amount of the service fee is authorized by s. 68.065(2), s. 125.0105, s. 832.08(5), Florida Statutes, and Hillsborough County Ordinance 96-28. These fees may not be waived or refunded unless the check has been returned due to a Library administrative error.

Library Card Replacement Fee \$2.00

Library cards are issued free to Hillsborough County residents with one replacement at no cost per year. This fee will be charged for subsequent replacements.

Non-Resident Library Card Fee

\$100.00 per year. Charged to Non-Hillsborough County Residents.

Fee Waivers

Library supervisors may, at their discretion, authorize a waiver of overdue fines, lost or damaged material fees, or collection service fees on a patron account if the fines were improperly assessed by the Library or the patron establishes a hardship as the result of an event beyond the patron's control. The reason for each waiver shall be documented on each patron's account.

Suspension of Account

Any patron account on which fees have been assessed will be suspended from active status until its balance is no more than \$5.