

## **Overdue and Fine Policy**

Borrowers are charged the following fines for late materials:

- 3 week materials: 10 cents per day
- Videocassette tapes, DVDs and CD-ROMs: \$1.00 per day

Patrons may accrue up to \$10 in fines before their cards are blocked from checking out material or using the computers.

More information on our fines procedures and policies, including overdue notices and collection agencies should be reviewed by patrons with overdue materials.

Overdue materials should be returned to the library as soon as possible.

Overdue notices are centrally generated at the EIN network and distributed to libraries across the county. Each individual library then mails them to their patrons. Patrons will receive three overdue notices at the two, four, and six week mark after the materials were due. Following the final notice, the account information is sent to the Unique Management Systems collection agency. Failure to settle overdue accounts can result in a downgraded credit score.