



CIR-8 – Fees

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Supersedes: Public Service Policy Manual, December 20, 2022, September 14, 2022, August 10, 2022, April 18, 2022, March 1, 2022, September 8, 2020, August 12, 2020, September 10, 2019, July 9, 2019, May 14, 2019, April 10, 2019, November 13, 2018, September 11, 2018, August 24, 2014, April 8, 2014, March 14, 2012, January 24, 2012, June 6, 2011, March 2011, December 2010, August 2010, January 2010,

Policy Statement As part of its public service mission of meeting the educational, recreational, and informational needs of its customers, the Camden County Library charges a fee for certain express services. To fulfill an obligation to the borrowing community at large and to further provide comprehensive customer service, the Library also attaches replacement fees to late, lost, or damaged items.

Regulations:

1. Fees for services

Photocopier (black/white)	\$.15 per copy
Computer printouts (black/white)	\$.15 per page
Computer printouts (color)	\$.50 per page
3D Printing (by weight)	\$.05 per gram
Microfilm printouts	\$.25 per page
Ear buds	\$2.00 a pair
Flash drives	\$7.00 each
Notary Service – County Store, Voorhees Town	\$2.50 per document
Faxes (outgoing and incoming)	\$1.00 per page (no charge for cover pages)
The Library can send faxes within the United States, Canada and Mexico	
Exam proctoring	\$10.00 per exam proctored
Laminating	First five (5) sheets free, each additional sheet is \$1.00

2. Registration fees for paid library cards/memberships

3-month membership	\$25.00 per household
6-month membership	\$50.00 per household
1-year membership	\$100 per household

3. Extended use fees

- 3.1 Extended use fees will be assessed on items in high demand collections with short circulation periods and items on loan from other libraries.
- 3.2 There is a one-day grace period for overdue materials that have extended use fees. On the second day, the charge is for two days and accumulates from there.
- 3.3 When an item is 14 days overdue, the patron's account will be suspended from borrowing until the overdue item is returned or paid for. Patrons may sign up to receive reminders by email or text prior to or on an item's due date. The Library will send three overdue notices (after 7 days, 14 days and 34 days), and the patron's account will be billed on the 35th day if the item has not been returned.

Museum Passes	\$5.00 per day, maximum fee not to exceed cost of the pass
Grab and Go books and DVDs	\$.20 per day; maximum fee \$10.00
Interlibrary Loans	\$.20 per day; maximum fee \$10.00
Mobile hotspots	\$1.00 per day; maximum fee \$20.00
Tech Take-Out Equipment: Laminators, Conference Webcams, Portable Projectors, Document Scanners, Photography Lighting Kit, Plug and Play USB Microphones, Universal Smartphone Vlogging Kits, Ring Light Kits and Studio in a Box	\$1.00 per day; maximum fee \$20.00

4. Fees for damaged or lost materials will be assessed at the list price. When the list price is not available, the following fees, based on current average replacement costs for materials, will apply:

Book, hardcover adult	\$29.00
Book, hardcover juvenile	\$26.00
Book, paperback, juvenile	\$9.00
Book, paperback, adult	\$8.00
Book club in a bag, entire bag and contents	\$50.00
Book club in a bag, individual book	\$10.00

CD Audio book, replacement CDs	\$8.00 each, max. \$48.00
CD Audio book	\$48.00
CD Music	\$18.00
DVDs	\$25.00
Mobile hotspots	\$100.00
Mobile hotspot cable	\$8.00
Mobile hotspot wall adapter	\$16.00
Chromebook cable	\$16.00
Chromebook wall adapter	\$50.00

Interlibrary Loans (fee based on avg. replacement cost assessed by lending libraries)	\$50.00
Magazines	\$6.00
Museum Passes	Cost of the pass plus a \$10.00 processing fee
Portable charger, case and contents	Cost of the charger plus a \$10.00 processing fee
Portable charger, cords only	\$5.00 per card
Ukulele, case and contents	Cost of the ukulele plus a \$10.00 processing fee
Board games	Cost of the board game
Squishy Circuits	Cost of the Squishy Circuit plus a \$10.00 processing fee
Tech Take-Out Equipment: Laminators, Conference Webcams, Portable Projectors, Document Scanners, Photography Lighting Kit, Plug and Play USB Microphones, Universal Smartphone Vlogging Kits, and Ring Light Kits	Actual cost of the item plus a \$10.00 processing fee
Wonderbooks	\$50.00

5. Fees for damaged or lost book covers and containers

Media cases and book jackets	\$2.50
Book club in a bag tote bag	\$6.00
Museum pass packaging	\$10.00
Portable charger packaging	\$10.00
Ukulele case	\$20.00
Squishy Circuit case	\$15.00
Tech Take Out cases	\$30.00

6. A non-refundable processing fee of \$4.00 will be attached to the charge for all lost and damaged materials, except for a \$10.00 processing fee for museum passes, ukuleles, Squishy Circuits, and portable chargers and Tech Take-Out items listed in this policy.

7. Customers who owe more than \$5.00 in extended use or other fees on their accounts may not check out or renew any library materials until the amount owed is reduced to \$5.00 or less or paid off completely.

8. The Library Director is authorized to conduct periodic and ongoing sales to the public of discarded and donated books and other library materials and to set reasonable, market-rate prices for these sales.

9. Upon prior notification to the Library Commission, the Library Director is authorized to generate revenue through the sale to the public of Library branded items such as book bags and clothing.