

Carbon County Library System

Circulation Policy

In an effort to share resources equitably, the following rules apply.

Total Checkouts

Each Resident Card customer may have up to 50 items on his/her card at one time. A maximum of 15 DVDs, 15 CDs and 15 VHS tapes may be on a card at one time.

General Circulation Rules

ITEM	LOAN PERIOD	OVERDUE FINE
Hot Picks (selected new and popular books)	7 days	\$1.00 per day
New Books (excluding Hot Picks)	21 days	\$0.25 per day
Periodicals	7 days	\$0.25 per day
Adult & YA Books	21 days	\$0.25 per day
Children's Books	21 days	\$0.00 per day
DVDs	7 days	\$1.00 per day
VHS	7 days	\$0.25 per day
Playaways	21 days	\$0.25 per day
Audiobooks & Computer Software	21 days	\$0.25 per day
CD Music	7 days	\$0.25 per day
Kits	21 days	\$0.25 per day
Inter-Library Loan materials	varies	\$1.00 per day
Equipment	varies	\$25.00 per day

Renewals

An item may be renewed up to 3 times if no other customer has placed a hold on that item.

Fines

Customers who do not return their materials on or before the due date will be fined. Fines accumulate on a daily basis on the days the individual library is open. Accumulated fines will not equal more than the replacement cost of the material. Fines may be adjusted to reflect extenuating circumstances at the discretion of the library staff member on duty.

Damaged and Lost Material

Customers are responsible for all costs of damaged and/or lost materials. Damaged and/or lost materials accumulate fines until reported to library staff.

Total fees include fines, replacement costs, and processing costs.