

LENOX TOWNSHIP LIBRARY  
CIRCULATION POLICY

LOAN PERIODS & FINES

| <b>MATERIAL TYPE</b>                                                              | <b>LOAN PERIOD</b>           | <b>RENEWALS PER ITEM</b>     | <b>DAILY OVERDUE CHARGE</b> | <b>MAXIMUM PER ITEM</b> |
|-----------------------------------------------------------------------------------|------------------------------|------------------------------|-----------------------------|-------------------------|
| Books                                                                             | 21 Days                      | 1 renewal                    | \$.10                       | \$10.00                 |
| Books on CD                                                                       | 21 Days                      | 1 renewal                    | \$.10                       | \$10.00                 |
| DVDs                                                                              |                              |                              |                             |                         |
| Non-Feature                                                                       | 21 Days                      | 1 renewal                    | \$.25                       | \$10.00                 |
| Feature (\$1.00 Rental Charge)                                                    | 3 Days                       | No Renewal                   | \$.50                       | \$10.00                 |
| Non-Rental Feature                                                                | 7 Days                       | 1 renewal                    | \$.25                       | \$10.00                 |
| Childrens                                                                         | 7 Days                       | 1 renewal                    | \$.25                       | \$10.00                 |
| Magazines                                                                         | 7 Days                       | 1 renewal                    | \$.10                       | \$10.00                 |
| Music CDs                                                                         | 21 Days                      | 1 renewal                    | \$.10                       | \$10.00                 |
| Puppets/Games/Puzzles                                                             | 21 Days                      | 1 renewal                    | \$.10                       | \$10.00                 |
| WiFi Mobile Hotspots                                                              | 14 Days                      | No Renewal                   | \$2.00                      | \$10.00                 |
| ILL (MeL) Loans                                                                   | Determined by owning library | Determined by owning library | \$.25                       | unlimited               |
| <b>LOST MATERIALS WILL BE REPLACED AT RETAIL COST PLUS \$5.00 PROCESSING FEE.</b> |                              |                              |                             |                         |

Note: Fines are subject to change at the discretion of the Library Board of Trustees.