

OVERDUE AND LOST LIBRARY MATERIALS POLICY NO. 6

The privilege of borrowing library materials includes the responsibility for the timely return of materials to the library for the use, enjoyment, and education of other individuals.

The first overdue notice will be sent to remind library customers to return overdue borrowed materials. Accruals of overdue fines begin after the due date.

The second notice will include the replacement cost of the delinquent material(s) and an accompanying processing fee for sending the notice. The replacement cost for materials is based upon a uniform schedule of replacement costs for library materials as listed in the Walla Walla Municipal Code 2.96.030 B or the actual cost of the materials as entered into the material's bibliographic record, whichever is greater.

A library customer's borrowing privileges will be blocked when the library customer's accumulated fines, fees or material costs reach an amount of \$10.00. Return of the library materials and payment of all outstanding fines and costs will cause the block to be removed.

If overdue or replacement cost obligations are not met, the library customer may be referred to a collection agency with prior notification to the library customer.

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