

Tom Green County Library

Fee and Notice Schedule

Fees:

Late Return Books and Compact Discs	\$.10 per day
Maximum Fine	\$ 4.00
Late Return DVD's	\$ 1.00 per day
Maximum Fine	\$10.00
Late Return Projector	\$ 5.00 per day
Late Return Portable Screen	\$ 5.00 per day
Lost Library Card (Replacement)	\$ 3.00
Lost Item	Cost of Item
Damaged Item (beyond repair)	Cost of Item
Damaged Book Cover	\$ 2.00
Replacement AV Case (Destruction)	\$ 4.00

Fines shall never exceed the cost of the item returned late.

Refunds issued for replacement cost of item within 90 days of payment.

Notices:

First Courtesy notice sent at 7 days overdue	One Week
Second Courtesy notice sent at 14 days overdue	Two Weeks
Third notice (Invoice) sent at 21 days overdue	Three Weeks
Sent to County Collections at 35 days overdue	Five Weeks

Collections:

Collections will attempt to recoup the materials or collect for the cost of the item/items. If ^{filed} collection attempts fail a Civil Suit may be filed as mandated by HB2902. Once the judgment is ~~filed~~ ^{filed} it will include Court Costs of \$235.00, Attorney Fees, and original fines/fees related to the non-return of the items. (CCL)

Approved Commissioner's Court
01/07/2014