



Policy Title	Library Fees and Charges
Relevant Legislation/ Corporate Plan	<i>Library Regulations 2010</i>
Responsible Officer	Executive Manager Community and Cultural Services

**Policy details may change prior to review date due to legislative changes, therefore this document is uncontrolled when printed.**

### **Objectives**

To identify and specify which Library services and facilities shall be subject to a fee or charge.

### **Policy Statement**

1. Requests for inter library loans shall be subject to a processing fee.
2. Lost patron cards shall be subject to a replacement charge.
3. Lost or damaged books and other library materials shall be subject to either a replacement or repair cost. Patrons may assume ownership of any item for which the full replacement cost has been paid.
4. Copying/reproduction/printing shall be subject to a charge.
5. Requests by mail for local or family history information shall be subject to a charge to cover basic research, photocopying and postage fees.
6. Copies of photographs from the Local Studies Collection may be purchased subject to a fee based on the proposed use of the photograph.
7. Library fees and charges shall be determined by Council in accordance with Library Regulations 2010 and other relevant legislation.
8. Fees and charges shall be reviewed annually.

### **END OF POLICY STATEMENT**

<b>DATA AND DOCUMENT CONTROL</b>		
<b>Division:</b> City Lifestyles <b>Section:</b> Community and Cultural Services <b>DocSet:</b> 1555172	<b>Adopted Date:</b> 15/04/1986 <b>Revised Date:</b> 27/06/2017 <b>Minute Number:</b> 116 <b>Review Date:</b> 30/06/2020	<b>Page:</b> 1 of 1