

**Jack Russell Memorial Library  
Library Services Fee Policy**

**As of January 1, 2018, the following fees apply at the JRML**

<b>Library Service</b>	<b>Fee Amount</b>
Overdue books, music cd's, books on cd, playaways, children's kits & magazines	\$.10 per day, per item
Overdue DVD's, Blu-rays & Video Games	\$1.00 per day, per item
Missing or damaged <b>tray</b> from Blu Ray, DVD or CD Case	\$3.00
Missing or damaged <b>lock</b> from Blu Ray, DVD, CD, Playaway or Video Game Case	\$3.00
Damaged or lost, DVD, CD, Blu Ray and/or Playaway <b>case</b>	\$5.00
Damaged or removed RFID Tag	\$3.00
Missing pair of 3D Glasses	\$3.00
Lost or missing booklet from music cd's	\$5.00
Damaged or removed item barcode	\$3.00
Damaged or lost magazine	\$6.00
Damaged or lost map from travel book	\$5.00
Damaged or removed spine label	\$3.00
<i>Heritage of Hartford</i> Book	\$12.00
Update to <i>Heritage of Hartford</i> Book	\$2.00
<b>Ear Buds</b>	<b>\$2.00</b>
<b>New library card</b>	<b>\$5.00</b>
Damaged or lost bag from kits	\$7.00
<b>Faxing – incoming and outgoing: domestic &amp; international</b>	<b>\$1.50 first page, \$1.00 each page thereafter</b>
8 ½ x 11 or 8 ½ x 14 black and white photo copy per side	\$.10
11 x 17 black and white photo copy per side	\$.25
Microfilm printer black and white copy per side	\$.10
Color copies per side (any size sheet of paper)	\$.50
Library fixtures and furnishings	To be determined per item
<b>Exam Proctoring</b>	<b>\$10 per half hour staff spend preparing and/or administering the exam</b>