

**Effective 11/16/11**

NR – non renewable

R – renewable (provided it is not on Hold for another patron AND all fines on the item are paid in full).

**PRINT MATERIALS**

HDC = Hardcover PB = Paperback

**3 Week Loan Period**

<b>MATERIALS/RENEWAL TYPE</b>	<b>Limits per card</b>	<b>Daily Fine</b>	<b>Maximum Fine</b>
Adult fiction – R	None	.35	7.00
Adult new – NR	None	.35	7.00
Adult fiction – romance PB – R	None	.35	1.00
Adult nonfiction – R	10 per subject	.35	7.00
Car manuals – NR	2	.35	7.00
Braille materials – NR	None	.35	3.00
Periodicals – R	5 per title, 15 total	.35	3.00
Children's fiction – R	None	.35	3.00
Children's nonfiction – R	10 per subject	.35	3.00
Children's new – NR	10 per subject	.35	3.00
Circulating encyclopedia - NR	1	.35	7.00
Italian Collection – R	None	.35	7.00
YA New – NR	None	.35	7.00
YA Fiction – R	None	.35	7.00
YA Nonfiction – R	10 per subject	.35	7.00
Large print – R	None	.35	7.00

**NON-PRINT MATERIALS**

**Blu-ray, DVD, Videocassette**

<b>MATERIALS/RENEWAL TYPE</b>	<b>LIMITS PER CARD</b>	<b>DAILY FINE</b>	<b>MAXIMUM FINE</b>
DVDs <b>1 WEEK LOAN-NR</b>	7 total (children and adult)	.35	7.00
Blu-ray <b>1 WEEK LOAN-NR</b>	2	.35	7.00
VHS <b>1 WEEK LOAN – R</b>	7	.35	7.00
Playaway View <b>1 WEEK LOAN-NR</b>	1	.35	7.00

**3 Week Loan Period**

<b>MATERIAL/RENEWAL TYPE</b>	<b>LIMITS PER CARD</b>	<b>DAILY FINE</b>	<b>MAXIMUM FINE</b>
CD Roms – NR	5 per card	2.00	12.00
Board books – R	10	.35	1.00
Books on CD, Adult – R	5	.35	5.00
Books on tape/CD, Child – R	4	.35	3.00
Books and tape/CD sets, Child – R	4	.35	3.00
Cassettes, CDs – NR	10 total	.35	5.00
Cassettes, 3+ tapes, Adult – R	10 total	.35	5.00
Compact Discs, Adult	10 total	.35	5.00
Compact discs, Child – NR	5 total	.35	5.00
Compact discs, 3+ discs – R	5 total (children and adult)	.35	5.00
Vertical file & Pamphlets –R	10 per subject	.35	1.00
Visual aides – R	1	2.00	24.00
Playaways – NR	2	.35	5.00

**ADDITIONAL NOTES**

- \$5.00 in accumulated fines from any Monroe County Library automatically suspends use of your library card until the fines are paid. Cards with fines of \$35.00 or more will be turned over the Monroe County Library System's collection agency, Unique Management Services.
- Customers may not borrow more than two copies of a title. Multiple copies of a title will not be supplied to customers at other libraries through interlibrary loan.
- A total of 35 items may be borrowed per card per visit.
- All library materials are due on the date shown on the charge receipt. Materials returned the following day will be overdue by one day
- All fines must be paid in full before library card can be renewed

Adopted by the Gates Public Library Board of Trustees:  
2/25/78. Amended 3/15/78, 7/25/06, 5/16/07, 8/15/07,  
4/15/09,9/21/11,11/16/11