SANTA CLARA COUNTY LIBRARY DISTRICT FEE POLICY

Library Cards are free with no late fines on SCCLD materials.

LOST OR DAMAGED ITEMS

SCCLD materials including books, CDs, DVDs, Blu-ray, MP3, magazines	Cost of item plus $5 non-refundable processing fee
Inter-Library Loans	Cost of item ($5 minimum) plus $20 non-refundable processing fee. An out-of-print surcharge of $20 may be added
Audiobooks	$10 non-refundable per lost CD
Miscellaneous Kits	Cost of item or replacement part(s) varies
	There are no daily fees for most materials.
	However, if an item is overdue more than 4 weeks, it is considered lost and a non-refundable processing fee is charged plus the cost of the item.

SERVICE CHARGES

Rebilling Fee	$10 per account sent to rebilling service
Inter-library Loans	$4 per request plus a late fee of $1/day up to $20 maximum
Photocopies and Print Charges	15¢ per page for b/w 20¢ per page for color
Reservations for Community Rooms & Computer Training Labs	$25 per four-hour booking
	$100 at some libraries if group is late vacating the room causing the alarm to sound
Laptops and devices	$1/hour after the 3-hour borrowing period with a daily maximum fee of $20

- Card use is restricted if balance owed is $50 or more.
- Accounts may be referred to the rebilling service when balance is $100 or more.
- Individuals whose accounts have been sent to the rebilling service may check out items when a zero balance is reached.
- Payments may be cash, check , PayPal, or credit/debit card.
- Fees paid for lost items that are returned in good condition will be refunded for the cost of the item— less the non-refundable processing fee.

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Effective April 2023