

Overdue Policy

Members sign the Conditions of Membership when they join the library, or sign as guarantor for a child (under 18 years)

In signing the member agrees that

- they are responsible for returning all items borrowed on their membership card by the due date, or if renewed by the renewal date
- if an item is returned late this may incur an overdue fee
- overdue fees are not subject to having received a reminder notice from the library, but as a courtesy the library will endeavour to notify the member of any overdue items
- should outstanding fees not be paid the Library may pass relevant information to a debt collection agency

Adult overdue fees

- per item per day 20c
- maximum per item \$5.00

Lost or damaged item

Failure to return an item, returning a damaged item or losing an item will incur a charge for the replacement value of the item, as well as any applicable overdue fee.

Maximum debt and suspension of borrowing rights

Failure to return a library item by the due date or failure to pay all charges and fees as specified above may result in suspension of borrowing rights.

The library sets \$20.00 as a standard maximum amount for which a member is able to be in debt to the library. This amount may be reviewed by the Library Manager. Borrowing rights may be suspended until the amount owed is within the set limit.