



PUYALLUP *Public* LIBRARY

Est. 1913

324 South Meridian, Puyallup, WA 98371 | www.puyalluplibrary.org

TITLE: AUTHORIZATION OF LIBRARY FINES AND FEES	POLICY NUMBER: 18.3
EFFECTIVE: JANUARY, 2019	REVIEW DATE: DECEMBER, 2018 (ANNUALLY)
AUTHORIZED BY: LIBRARY ADVISORY BOARD	
SUPERCEDES: OVERDUE LIBRARY MATERIALS AND FINES: REVISED October 2006, January 2009, November 2011, June 2013	

Purpose: The Puyallup Public Library (hereafter referred to as PPL) is a tax-funded public entity. As such, PPL provides general library services free of charge. However, to offset some of the costs associated with operating a library, PPL reserves the right to charge reasonable fines and fees. The intent of this policy is to authorize particular library fines and fees.

Scope: Applies to all PPL cardholders.

Definitions: None.

Policy: PPL reserves the right to charge the following fines and fees. Particular amounts are outlined in policy 18.4, *Fines and Fees Schedule*.

- Fines and associated fees for overdue, lost and damaged materials
- Collection agency fee when a library user is referred to a collection agency for non-payment of fines and/or fees
- Photocopying
- Printing at public access computers
- Non-resident, non-reciprocal card fees
- Interlibrary loan pass-through charges

PPL may waive some fines or fees for library patrons who have experienced bankruptcy, theft, fire, hospitalization, domestic violence or other emergencies. Patrons may be asked to provide supporting documentation and appeals may require administrative review.

PPL will actively pursue the return of library materials and payment of fines and fees, including the use of a collection agency and a collection agency referral fee.

The PPL Library Director is authorized to enforce reasonable limits and fees.

Date adopted: February 16, 1978

Last revision: December, 2018

Authorized by the City of Puyallup Library Advisory Board December, 2018



President, Library Advisory Board



Date