

## REPLACEMENT FEES FOR LOST AND DAMAGED ITEMS

Effective May 22, 2015

Type of Material	Adult/Teen	Youth
Book	retail	retail
DVD	retail	retail
CD-ROM	retail	retail
Audio book	retail	retail
Music audio	retail	retail
Single disc from multi-disc set <i>[if a single disc is replaceable]</i>	\$10/disc	\$10/disc
Kit	retail	retail
Magazine	\$10	\$10
Reference book	retail	retail
Basket	\$20	\$20
Insert from AV item	\$5	\$5
Interlibrary Loan material	Lending Library sets replacement cost	

**If a lost or damaged library material is out of print, the Library selector for the collection will be consulted. A standard replacement cost by type of item may be charged according to the list below.**

Type of Material	Adult/Teen	Youth
Hardcover Nonfiction book	\$40	\$25
Hardcover Fiction book	\$30	\$20
Paperback Leveled Reader	N/A	\$10
Mass Market Fiction Pbk book	\$10	\$10
Mass Market Nonfiction Pbk book	\$15	N/A
Trade Fiction Paperback Book	\$20	\$15
Trade Nonfiction Paperback Book	\$40	\$25
Board book	N/A	\$10
DVD (entertainment)	\$20	\$20
DVD (educational)	\$40	\$40
Blu-Ray (entertainment)	\$25	\$25
Blu-Ray (educational)	\$50	\$50

### Out of Print replacement costs, continued:

Type of Material	Adult/Teen	Youth
CD-ROM	\$30	\$25
Audio book	\$15 for 1 <sup>st</sup> CD plus \$5/CD for add'l CDs	\$15 for 1 <sup>st</sup> CD plus \$5/CD for add'l CDs
Music CD	\$15 for 1 <sup>st</sup> CD plus \$5/CD for add'l CDs	\$15 for 1 <sup>st</sup> CD plus \$5/CD for add'l CDs
Kit (pbk book & audio format)	\$25	\$20
Kit (hardcover book & audio format)	\$35	\$30
Kit (multiple part and format)	\$50	\$50
Magazine	\$10	\$10

**If a supply that is used to process a Library material is lost or damaged, a replacement cost for the supply, including cost to reprocess the item, will be charged according to the list below.**

Type of Processing Supply	Adult/Teen	Youth
Book dust jacket	\$5	\$5
CD-ROM case/hanging bag (any size)	\$10	\$10
DVD / Blu-Ray case	\$5	\$5
Audio case	\$10	\$10
Music CD jewel case	\$1	\$1
Kit bag (any size)	\$10	\$10
Disc media security	\$10	\$10
Barcode	\$1	\$1
Label (spine, or other)	\$1	\$1
Velcro strips from basket	\$1	\$1