LOST AND DAMAGED ITEMS[1]

At the Hussey-Mayfield Library, the following policies exist:

Patrons who lose or damage Library materials will be responsible for the retail replacement cost of each item and may also be charged a set fee per item to cover the time and materials necessary to restore the item to the Library collection.

If a part of a set of items has been lost or damaged by a patron and the lost part cannot be replaced without replacing the entire set, the replacement cost for the entire set will be charged to the patron.

If an exact duplicate of a lost or damaged item, excluding audio books, is given to the Library by the customer who lost or damaged it, a fee to cover the time and materials spent above the item cost may be charged.

Copies of items that were formerly a part of other libraries' collections cannot be accepted as replacements for lost or damaged items in the HMMPL collection.

If a lost or damaged item is out of print, the patron will be charged a default price, which is based on the current average retail cost for the type of item, e.g. book.

If a patron loses or damages accompanying materials associated with a Library item, a set fee to replace the item will be assessed.

Other Evergreen Indiana member libraries may have different policies and Hussey-Mayfield Library patrons must abide by the policies used by these other libraries if they lose or damage library materials owned by other libraries.

[1] Current information about pre-determined fees may be found at the Circulation Desks at the Library and on the Library's website.

Approved and adopted by the Hussey-Mayfield Memorial Public Library Board on Feb. 15, 2018 .