

Damaged/Lost Items Policy

All patrons are responsible for library materials borrowed from the Rotary Club of Slave Lake Public Library. It is the responsibility of the borrower to check material for damage before it is checked out by the patron.

The Library will charge a replacement cost for material which is long overdue, and for material which is damaged or lost.

The replacement cost will be the invoiced price or the order price, whichever is greater, or default cost.

Replacement in kind - or substitution - for lost or damaged materials is not accepted.

In the event that items are damaged, the Rotary Club of Slave Lake Public Library reserves the right to determine the amount of repair or replacement charges.

The Rotary Club of Slave Lake Public Library reserves the right to retain library materials even in cases where full replacement cost has been paid. If an item that was reported lost and paid for is subsequently found, the replacement cost, less any overdue fines accumulated to the date the item is returned, will be refunded upon presentation of material, within six months of original payment. The maximum fine deducted shall not exceed the original payment.

Damaged/lost items outstanding are purged from the database on a regular basis:

when the last use of the library card is more than two years and the total balance owing is less than \$100;

when the last use of the library card is more than five years and the total balance is greater than \$100.

Rotary Club of Slave Lake Public Library is not responsible for damage to any equipment or software incurred during the playback of any material, e.g., videos, cassettes, compact discs, CD-ROMS, DVDs.

***The borrower is financially responsible for lost, stolen, or damaged library materials and/or equipment. Regardless of whether payment has been made for an item, library items remain the property of the Slave Lake Regional Library Board. Materials cannot be purchased from the library. Any person who has falsely claimed to have lost materials simply to retain possession can be charged for illegally possessing property. If library items are damaged (especially by water), please return them immediately to Circulation so appropriate measures can be taken.