

County of Monterey Board Policy Manual

Policy Name Library Fines and Fee Schedule Guideline	Policy Number G-100	Page 1 of 2
Policy Category Government and Administration		

I. Purpose

II. Background

III. Policy

IV. Procedure

See attached.

V. Review Date

- a. This Policy will be reviewed for continuance by December 31, 2026.

VI. Board Action

- a. Legistar File Number: RES 21-199, November 16, 2021.



Monterey County Free Libraries

FEES SCHEDULE (effective January 1, 2022)

Library Card

California Residents	FREE
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Lost or Damaged Item Fees

Parts (sets, cases, components) Replacement	\$10.00 per part
Magazine Replacement	\$5.00 per magazine
Item Lost or Damaged Beyond Repair	Cost of item + \$10.00 processing fee
Lost item returned	Refund Cost of Item

Borrowing privileges will be blocked on accounts with balances of \$25.00 or more. Accounts with balances of \$50 or more may be sent to a Debt Collection Agency.

Returned Check Fee	\$35.00 per check
Referral of Delinquent Account for Collection	\$12.00 per account

Other Services

Photocopy/Printing (self-service) (black and white)	\$0.15 per page
Photocopy/Printing (self-service) (color)	\$0.50 per page
Scan (self-service)	\$0.15 per page
Microfilm Printing	\$0.15 per page
Public Use Fax	
Sending (within the US only)	\$3.50 first page and \$.50 for each additional page
Receiving	\$0.50 per page
Meeting Room Use	
Full Service	\$20.00 per hour
Non-Full Service	\$10.00 per hour
Test Proctoring (where available)	\$10.00 per exam
Obituary Search	\$5.00 per name
Archival Reproductions	See "Fees for Reproduction of Archival Materials"