

**LINCOLN CITY LIBRARIES  
LINCOLN, NEBRASKA**

**POLICY TITLE:            FEES**

Lincoln City Libraries offers a full range of informational, educational, and recreational library services. It is the policy of the Board of Trustees of Lincoln City Libraries to offer as full a range of services as possible within the limitations of its budget. Fees may be imposed for non-basic services. See State Statute: 51-201.01 for definition of non-basic service.

**Library Card:**

There is no fee for a library card for residents of Lincoln and Lancaster County.

Non Resident Card –

Summer Reading - \$5.00 (valid during summer reading program)

    3 months – \$15.00

    12 months – \$60.00

**Overdue:**

Lincoln City Libraries does not charge late fees.

**Items Not Returned:**

Adult Items – item replacement price

Children and Young Adult Items, ConnectED Accounts - Item replacement price

A library customer's record is blocked from checkout if total charges exceed \$10.00.

**Damage:**

Library staff has the responsibility to charge for damage to materials when a customer is responsible for the damage. A schedule of current damage charges is developed and maintained by Library Administration.

**Interlibrary Loans:** A fee of \$3.50 per physical item is charged to Lincoln City Libraries card holders for Interlibrary Loan service.

**Collection Agency:**

A \$10 fee will be assessed to customer when customer's record is turned over for debt collection action.

**Printing:**

All printing from self-service computer reservation system printers

Black & white - 10 cents per page

Color    - 25 cents per page

**3D Printing:**

Cost for printing - \$1 per hour, or portion of an hour, of printing time.

No charge for failed print job if problem is related to a printer malfunction. Customer charged if failure due to a problem with the design file.

**Public Faxing:**

Library staff faxes documents for the public, outgoing domestic calls only. \$1.00 per page.

**Reference by Mail/E-Mail/Fax:**

*Customers with Lincoln City Libraries cards-*

No charge for research

Copies/Prints – 25 cents per page

Fax - \$1.00 per page

*Customers without Lincoln City Libraries cards-*

\$5.00 per name/item researched

Copies/Prints - 25 cents per page

Fax - \$1.00 per page

**Meeting Rooms:**

Nonprofit organizations or governmental agencies - No charge

For profit organizations - \$10.00 per hour, or any portion of an hour.

**Stack Mover Rental:**

Fee negotiated with Library Director, not to exceed \$250.00 per day, or partial day, of usage.

**Adopted by Library Board: May 20, 2008**

**Revised: June 9, 2023**

**Last Revised: February 21, 2023**

**Reviewed by Law Department: June 9, 2023**