

**LINCOLN CITY LIBRARIES
LINCOLN, NEBRASKA**

POLICY TITLE: NOTICES

As a courtesy Lincoln City Libraries attempts to pre-notify customers regarding the due date of materials.

If materials go to an overdue status, as a courtesy Lincoln City Libraries attempts to notify customers at 2 days, 7 days, and 21 days of overdue status.

Records of individuals who have \$50.00 or more in charges (actual or default cost of lost items, including fees, fines, etc.) on their borrowing records may be turned over for collection action.

ADOPTED BY LIBRARY BOARD: December 20, 2016

REVIEWED BY LAW DEPARTMENT: December 2016