SANTA CLARA COUNTY LIBRARY DISTRICT FEE POLICY

Library Cards are free with no late fines on SCCLD materials.

LOST OR DAMAGED ITEMS

SCCLD materials including books, CDs, DVDs, Blu-ray, MP3, magazines
Inter-Library Loans
Audiobooks
Miscellaneous Kits

Cost of item plus $5 non-refundable processing fee
Cost of item ($5 minimum) plus $20 non-refundable processing fee. An out-of-print surcharge of $20 may be added
$10 non-refundable per lost CD
Cost of item or replacement part(s) varies

There are no daily fees for most materials.
However, if an item is overdue more than 4 weeks, it is considered lost and a non-refundable processing fee is charged plus the cost of the item.

SERVICE CHARGES

Rebilling Fee
Inter-library Loans
Photocopies and Print Charges
Reservations for Community Rooms & Computer Training Labs
Laptops and devices

$10 per account sent to rebilling service
$4 per request plus a late fee of $1/day up to $20 maximum
15¢ per page for b/w
20¢ per page for color
$25 per four-hour booking
$100 at some libraries if group is late vacating the room causing the alarm to sound
$1/hour after the 3-hour borrowing period with a daily maximum fee of $20

• Card use is restricted if balance owed is $50 or more.
• Accounts may be referred to the rebilling service when balance is $100 or more.
• Individuals whose accounts have been sent to the rebilling service may check out items when a zero balance is reached.
• Payments may be cash, check, PayPal, or credit/debit card.
• Fees paid for lost items that are returned in good condition will be refunded for the cost of the item—less the non-refundable processing fee.

Effective April 2023