

As a new cardholder, you are limited to five (5) total items on your library card for the next 12 weeks. Upon registration verification, you will be able to check out up to 50 total items. It takes approximately 12 weeks to verify your card.

ITEM LIMITS

Hotspot: 1
TOYbrary/Launchpad: 2
Video Game: 2
Hoopla Digital Checkout: 10
TOTAL ITEM LIMIT: 50

LOAN PERIODS (in days)

Books and most other items: 21
NEW Book (TABLE): 14
NEW DVD: 7
Hotspot: 7
Video Game: 7
TOYbrary/Launchpads: 7

AUTOMATIC RENEWAL

We offer Automatic Renewal. Items will renew automatically (up to five times) before the due date when possible (and if the item is not on hold for someone else). A courtesy notice of items “due soon” will be sent by phone, email, or text when:

- An item has a hold for another person
- An item has reached its renewal limit
- Your library card status needs to be confirmed.

Sandusky Library is fine free; however, there are still fees for lost or damaged materials.

The only exception is the Hotspot:
Hotspot.....\$5.00 per day

FEES

Borrowing privileges are discontinued once accumulated fees reach \$12.00 or more. Borrowing privileges are reinstated once fees are paid in full or are under \$12.00 (\$11.99 or less).

At 21 days overdue, an item is considered lost and an invoice is issued. Once an item is returned, the replacement cost is cleared.

An account with fees of \$50 or more will be sent to a collection agency once items are 42 days overdue. A \$10 fee is assessed for any account that goes to collection. Once items are returned, the replacement costs are cleared. The \$10 fee remains on the account until paid.

You may pay for your fees at the Library by cash, check, or with a credit/debit card. You may also access your account online to pay your fees with a credit card.

REPLACEMENT PRICES FOR DAMAGED OR LOST ITEMS

For all materials, the replacement price is the cost of the item. Fees are reduced if an item is

FOR YOUR PROTECTION

Please present your library card (or current photo ID) each time you wish to check out library materials.