LOST MATERIALS

Materials reported lost must be paid for within a month after the report is made. Borrowing privileges will be withheld until the bill is paid. The price of the lost item will be the standard price value as set by the Library. Patrons have the option to replace the exact item in lieu of payment, but must get approval from a librarian prior to purchasing a replacement. A $5.00 processing fee will also be charged for each item.

If an item is reported lost and paid for but later found and returned, a refund will be made if the material has not been replaced or reordered and no more than three months have elapsed since it was paid for. The $5.00 processing fee will not be refunded.