

Geauga County Public Library
Operating Policy Manual

SECTION: DAMAGED MATERIALS, FEES
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PAGE: 1 of 1

Items other than audiobooks, returned damaged or with missing parts are assessed fees that reflect the cost of repair or list price up to the fees paid for a lost item. Damaged items that are not repairable and removed from the collection may be discarded or donated to used books sales benefitting GCPL libraries.

For audiobooks, the charge is \$10.00 for one lost or damaged tape or CD. If there is more than one, the replacement cost of the item is charged. The damaged title should be returned to the Technical Services Department.

For DVD sets (more than 2 DVDs), the charge is \$20.00 for one lost or damaged DVD. IF there is more than one, the replacement cost of the item is charged. The damaged title should be returned to the Technical Services Department.

The Geauga County Public Library assumes no liability for damage caused to personal equipment while using GCPL materials.

See also Policy 781: RESTRICTIONS, MAXIMUM FINES

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