

ST. CATHARINES PUBLIC LIBRARY

ITEM LIMITS BY CARD TYPE

CHILD'S CARD (0-11 YEARS)	TEEN CARD (12-17 YEARS)	ADULT CARD (18+ YEARS)	TEMPORARY CARD	EDUCATOR CARD
25 items	50 items	50 items	5 items	75 items
Exclusions: Bird Watching Kits DVDs Hotspots Launchpads Park Passes Telescopes Video Games	Exclusions: Bird Watching Kits Restricted DVDs Telescopes	No Exclusions	No Exclusions	Exclusions: 3-Day & 7-Day Materials Bird Watching Kits Hotspots Park Passes Telescopes Renewals Exceptions: 42-Day Loans Fine Free

LOAN PERIODS & ITEM LIMITS

ITEM TYPE	LOAN PERIOD	ITEM LIMIT	RENEWALS (IF NOT REQUESTED)	
			NUMBER OF DAYS	NUMBER OF RENEWALS
Express Collection ¹	3 Days	10 Adult + 10 Children's (includes Express Collection)	NO RENEWALS	
DVDs (Adult and Children's) ²	7 Days	NONE	7 Days	5
Bird Watching Kits		NONE	7 Days	5
Magazines – Adult & Teen		NONE	7 Days	5
New CDs		10	7 Days	5
New Fiction Books		NONE	7 Days	5
Park Passes		NONE	NO RENEWALS	
Sports & Leisure Collection		NONE	7 Days	5
Telescopes		NONE	7 Days	5
Video Games		5	7 Days	5
Hotspots ³		14 Days	1	7 Days
Audiobooks	21 Days	NONE	7 Days	5
CDs (Adult & Children's)		10	7 Days	5
Fiction & Non-Fiction Books ⁴		NONE	7 Days	5
Launchpads		2	7 Days	5
Magazines – Children's		NONE	7 Days	5
Paperbacks		NONE	7 Days	5

1. Requests cannot be placed on the **Express Collection**
2. **DVDs** with 10 or more requests will decrease to a 4-Day Loan Period (from 7 Days)
3. **Hotspots** with 10 or more requests will decrease to a 7-Day Loan Period (from 14 Days)
4. **Fiction & Non-Fiction Books** with 12 or more requests will decrease to a 7-Day Loan Period (from 21 Days)

RENEWALS

To renew material, call our 24/7 Automated Telephone and Message Service at **905-687-4832** from your touch-tone phone or visit our catalogue at: <http://search.myscpl.ca>

FINE SCHEDULE

ITEM TYPE	ADULT & TEMPORARY CARDS		CHILD, TEEN & SENIOR CARDS	NOTES
	FINE PER ITEM, PER DAY	MAXIMUM FINE PER ITEM		
Magazines Paperbacks	\$0.25	\$6.00	FINE FREE	
DVDs Express Collection Launchpads Video Games	\$1.00	\$10.00		Cannot borrow on child's card
New Fiction Books Sports & Leisure Collection	\$0.50			
New CDs CDs Audiobooks	\$0.25			
Fiction Non-Fiction	\$0.25			
Hotspots Park Passes	\$5.00	\$20.00		Cannot borrow on child's card
Telescopes Bird Watching Kits	\$5.00			Cannot borrow on child or teen cards

PLEASE RESPOND TO ALL OVERDUE & FINE NOTICES.

Unpaid accounts of \$10 or more are forwarded to a Collection Agency, and a \$10.00 + HST Fee is added to the account.

SIGN UP FOR EMAIL DUE DATE REMINDERS AND AVOID FINES

- Customers who have registered to receive hold and overdue notifications via email can opt in to receive courtesy email due date reminders 3 days before items are due.
- To sign up, visit the Circulation Desk at any branch or call to let us know your email address.
- Due Date reminders are sent as a courtesy and customers are responsible for monitoring due dates on materials via check-out slip, online customer account, or calling their local branch.
- Call **905-688-6103, ext. 210** for more information or to sign up.

MISCELLANEOUS FEES

MEMBERSHIPS	Resident, Property Owner, Works or Studies in St. Catharines, Educator..... Free Non-Resident Membership (Annual)..... \$75.00
REPLACEMENT LIBRARY CARDS	Adult /Teen /Temporary..... \$4.00 Child..... \$2.00
DAMAGED OR LOST ITEMS	Damaged/Lost Item..... Full Replacement Cost Hotspot Cord/Case..... \$10.00 Damaged/Lost AV Case..... \$3.00 Damaged/Lost Barcode or Security Tag..... \$1.00
OTHER	Collection Agency Fee..... \$10.00 + HST