



## **Borrowing Policies**

### **Library Cards**

Library cards are free of charge to borrowers with proper identification, which includes photo identification and proof of address. Children must be accompanied by a parent or guardian with proper identification. Individuals may apply for a card online or in person at any Onondaga County public library. A valid Onondaga County Public Library card can be used at any public library in the County. The library must be notified of lost or stolen cards and changes of address. An OCPL library card or identification with name and address is required to sign out materials. Borrowers are responsible for all materials borrowed on their card. Parents or guardians are responsible for materials borrowed on their children's cards.

### **Loan Periods**

The standard loan period for most FFL materials is three weeks. The standard loan period for most FFL DVDs is one week. Materials borrowed from any library in the Onondaga County Public Library System may be returned to the Fayetteville Free Library unless subject to special local restrictions. Likewise, materials borrowed from Fayetteville Free Library may be returned to any library in the Onondaga County Public Library System unless subject to special local restrictions.

### **Renewals**

Renewals are allowed twice on most items unless another patron is waiting for them or they are subject to other special restrictions.

### **Fines**

Borrowers will be charged for overdue, lost, or damaged items and can pay fines or fees with cash, check, or credit card.

Fines are 20¢ per item per day for most overdue items. Most items have a \$5 maximum fine limit. Fines are not charged on most items if the item is returned within a three day grace period of the due date. Patrons with \$10 of outstanding fines/fees on their account may not borrow items.

There are no overdue fines on children or teen items. Active U.S. military personnel and veterans who present military or veteran identification at the Circulation desk are not charged overdue fines on items. Fees for lost, damaged or unreturned items are still charged.



Onondaga County Public Library sends overdue notices, but does not send bills for fines or charges.