



ESSEX LIBRARY
ASSOCIATION

A Member Supported Not for Profit Organization

CIRCULATION POLICIES

LOAN PERIODS :

Adult books – 4 weeks, may be renewed once
New adult books – 2 weeks, may be renewed once
Children’s books – 3 weeks, may be renewed once
New children’s books – 3 weeks, may be renewed once
Young adult books – 3 weeks, may be renewed once
Magazines (all types) – one week, may be renewed once
Books on CD (adult and children’s) – 3 weeks, may be renewed once
New books on CD (adult and children’s) – 3 weeks, may be renewed once
Playaways – 3 weeks, may be renewed once
DVDs (all types) – 1 week, **may** be renewed
Express DVDs – 2 days, **may not** be renewed
Children’s Music CDs – 3 weeks, may be renewed once
Museum passes – 3 days, **may not** be renewed

FINES (per item):

Adult books – 15¢ per day, maximum of \$4.50
New adult books – 15¢ per day, maximum of \$4.50
Children’s books – 15¢ per day, maximum of \$4.50
New children’s books – 15¢ per day, maximum of \$4.50
Young adult books – 15¢ per day, maximum of \$4.50
Magazines (all types) – 15¢ per day, maximum of \$4.50
Books on CD (adult and children’s) – 15¢ per day, maximum of \$4.50
New books on CD (adult and children’s) – 15¢ per day, maximum of \$4.50
Playaways – 15¢ per day, maximum of \$4.50
DVDs (all types) – \$1 per day, maximum of \$7
Express DVDs -- \$1 per day, maximum of \$10
Children’s Music CDs – 15¢ per day, maximum of \$4.50
Museum passes – \$1 per day, maximum of \$5

LOST ITEMS – Patrons are responsible for the full replacement cost attached to the record of any item that is damaged, lost or not returned. Patrons may not replace lost items with substitutions purchased from outside sources.

Updated February 24, 2020