



304 S. Main Street South Bend, IN 46601 574.282.4646

Service Charges

Material Type	Period	Overdue	Max Overdue*	Holds	Age	Return	Limit	Renew	Grace
Books	21 days	.25/day	\$10	yes		any location	none	2	yes
Pamphlets	21 days	.25/day	\$10	no		any location	none	2	yes
Magazines	21 days	.25/day	\$10	yes		any location	none	2	yes
DVDs	7 days	.50/day	\$10	yes		any location	10	0	no
CD-ROMs	7 days	.50/day	\$10	yes		any location	none	0	no
Videogames	7 days	.50/day	\$10	yes		any location	1	0	no
Compact Discs	21 days	.25/day	\$10	yes		any location	20	2	yes
Audiobooks	21 days	.25/day	\$10	yes		any location	none	2	yes
eBooks & eAudiobooks	7-14 days	n/a	n/a	yes		n/a	6	1	n/a
eMovies & eMusic	4-7 days	n/a	n/a	no		n/a	10	0	n/a
Laptops (ID Required)	3 hours	.50/hour	\$50	no	14+	Ckout pt	2	0	yes
Laptop Anytime									
Devices	3 hours	.50/hour	\$50	no	18+	Ckout pt	2	0	yes
Art Prints	21 days	.50/day	\$50	yes		Ckout pt	2	2	yes
Museum Pass	1 day	\$1/day	\$10	no	18+	Ckout pt	1	0	no
State Park Pass	7 days	\$1/day	\$10	no	18+	Ckout pt	1	0	no
Toys	21 days	.25/day	\$10	yes		Ckout pt	2	2	yes
Homebound (Print)	35 days	n/a	n/a	yes		any location	none	2	n/a
Homebound (DVD)	14 days	n/a	n/a	yes		any location	10	2	n/a
Studio 304 Equipment	7 days	\$5/day	\$50	no	18+	Ckout pt	1 per type	0	no

*Or cost of the item, whichever is less.

Rental fees apply to Entertainment DVDs and Videogames

Service Charges Cont.	Fee
3D Print	\$0.10 per gram
3D Print (Specialty Filament)	\$0.25 per gram
Audiobook Replacement	\$10.00 per disc
CD-RW	\$2.00 each
Circulation Bag, Barcoded, Lost	\$10.00
Collection Agency Service Charge	\$10.00
DVD Rental Fee (entertainment)	\$0.50 per business day
DVD-R	\$2.00 each
Fax Service	\$1.00 per page
Flash Drive	\$5.00
Insert Replacement - CD/DVD/Videogame	\$5.00
Large Format Print	\$5.00 per linear foot
Library Card Non-Resident Individual	\$85.00
Local History - Request for Info Non-Resident	\$10.00 per query
Lost Card Replacement	\$2.00 1 free per 12 months cataloged material
Lost Materials Processing Fee	\$5.00 only
Microfilm Copies	\$0.10
Pamphlet, Lost	\$3.00
Parking at Main Library	\$1.00 per hour after 3 hours
Photocopies	\$0.15 per page
Printing	\$0.15 per page
Printing (Color)	\$0.50 per page
Public Library Access Card (PLAC)	\$65.00 per year
RFID Tag Replacement	\$1.00
Studio 304 Equipment Deposit	\$50.00 deposit
Videogame Rental Fee	\$0.50 per business day
Sales of Withdrawn Materials	
Adult Books (hardcover & trade paper)	\$1.00
Children's Books	0.75
Magazines	0.25
Paperbacks (Mass Market)	0.25
DVDs	\$2.00