

COQUITLAM PUBLIC LIBRARY — BORROWING POLICIES

	Loan Period	Limits per Card	Renewals	Daily Fines			Maximum Fines			Processing Fee
				Adult material	Teen material	Children's material	Adult material	Teen material	Children's material	
auto manuals	21 days	none	2	\$0.35	—	—	\$10.00	—	—	\$8.00
audiobooks	21 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$8.00
compact discs (music)	21 days	none	2	\$0.35	—	\$0.00	\$10.00	—	\$0.00	\$8.00
fiction	21 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$8.00
Express Loan books	7 days	2	0	\$1.00	—	—	\$10.00	—	—	\$8.00
Express Loan movies	3 days	2	0	\$1.00	—	—	\$10.00	—	—	\$8.00
kits	21 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$8.00
magazines	21 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$2.00
world language* books	21 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$8.00
non-fiction DVDs & videos	21 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$8.00
pocketbooks	21 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$2.00
seasonal books	21 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$8.00
some reserved books	14 days	none	0	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$8.00
movies	7 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$8.00
world language* DVDs (movies & non-fiction)	7 days	none	2	\$0.35	\$0.10	\$0.00	\$10.00	\$5.00	\$0.00	\$8.00
video games	7 days	2	0	\$1.00	—	—	\$10.00	—	—	\$8.00

* **World Language** refers to all items that are in a language other than English or French.

Fines apply to the type of material borrowed, regardless of the borrower's age. For example, a child would be charged \$0.35 per day for an overdue adult book.

To avoid late charges, check your due date slip each time you borrow material.

A **processing fee** is charged when a library item is lost.

This fee covers the library's cost to prepare a replacement title for the collection.