



2010 LIST OF LIBRARY FEES

(All fees include H.S.T. unless otherwise stated.)

Approved by the Sault Ste. Marie Public Library Board

Date: June 28, 2010

PARTICULAR	APPROVED/ UPDATED	JULY 1, 2010 RATES	TOTAL PRICE WITH HST
Audio Visual Hardware Rental Rates	<i>NOTE: All rates are on a per-day basis and City Departments, including the EDC are excluded from A.V. rental fees</i>		
Overhead Projector	Oct-89	\$10.00+ HST	\$11.30
Screen	Oct-89	\$5.00 HST	\$5.65
Promotional Items			
Mugs		\$7.08 +HST	\$8.00
Cloth Bag		\$3.05+ HST	\$3.45
Canvas Bags - Each	Dec-02	\$9.51 + HST	\$10.75
Canvas Bags - Two	Dec-02	\$18.01 + HST	\$20.35
Zipper Tote Bags	Sep-07	\$14.07 +HST	\$15.90
Computer CDs/DVDs			
Per CDs/DVDs	Dec-07	\$1.99 + HST	\$2.25
Computer Scans			
Regular scans to disk	Jan-96	\$1.99 + HST	\$2.25
Image scans	Jan-96	\$1.99 + HST	\$2.25
Scans on photographic paper	Jan-07	\$5.00 + HST	\$5.65
Damaged or Lost Items			
Replacement fee (except on paperbacks, magazines, and pamphlets). Overdue charges apply if returned late.		Cost of Item + \$5.00 + HST	COST OF ITEM + 5.65
Replacement costs for items originally donated to the library (adult and juvenile material):			
Book Jacket		\$ 5.00	\$5.00
Cassette Cases		\$ 1.00	\$1.00
Cassettes		\$ 10.00	\$10.00
CDROM	Dec-04	\$ 25.00	\$25.00
Compact Disks	Dec-09	\$ 10.00	\$10.00
Diskettes	Dec-02	\$ 5.00	\$5.00
DVDs	Dec-09	\$ 15.00	\$15.00
Hardcover books		\$ 20.00	\$20.00
Jewel Boxes – CD Container	Dec-98	\$ 3.00	\$3.00
Magazines	Dec-05	\$ 5.00	\$5.00

Pamphlets		\$ 2.00	\$2.00
Paperback		\$ 5.00	\$5.00
Plastic media bags (book/cassette packages)		\$ 1.50	\$1.50
Softcover books		\$ 15.00	\$15.00
Video Container, Book Cassettes, Book on CD/DVD		\$ 2.00	\$2.00
Videos		\$ 20.00	\$20.00
Digital Publishing Lab Rental	Dec-02	\$10.00 +HST	\$11.30
Envelopes - Regular	Jan-96	.53 + HST	\$0.60
Envelopes - 9"x12"	Dec-04	\$1.02 + HST	\$1.15
Exchange Rate of U.S. Dollars	Annually	As per rate provided by City Hall	AS PER RATE PROVIDED BY CITY HALL
Exam Proctoring	Dec-05	\$30.09 +HST	\$34.00
Fax			
No charge if part of reference service;	Dec-04	Free HST Exempt	FREE
clubs or organizations using the library's fax machine	Dec-04	\$1.02 + HST	\$1.15
Institutional Memberships			
Sault Ste. Marie organizations;	Apr-92	Free HST Exempt	FREE
If the organization is from outside the city (non-resident)	May-10	\$70.00 Per Year HST Exempt	\$70.00
Interlibrary Loans	Note: \$2.00 Administrative (handling) Fee on interlibrary loan requests, including microfilms, was removed effective January 1, 2009.		
Books and Photocopies	Dec-97	Amount of fee charged by the lending library (if applicable) HST Exempt	AMOUNT OF FEE CHARGED BY THE LENDING LIBRARY (IF APPLICABLE) HST EXEMPT
Internet & Multimedia Copies	Nov-99	\$.26 +HST	\$0.29

U.S. Census Loans per reel payable in advance	Dec-97	\$10.00 per reel HST Exempt	\$10.00
Photocopies – from OLS North			
Up to 10 pages		Free HST Exempt	
11 to 20 Pages		\$4.00 + HST	\$4.52
Over 20 Pages		\$ 0.22 Per Page + HST	\$0.25
Library Cards	See Membership Cards		
Lost Items	See Damaged Items		
Membership Cards			
Fine for both adult and children replacement membership cards (includes seniors)	Jan-96	\$3.00 HST Exempt	\$3.00
Microprints Per Print All Sizes	Jan-95	\$.62 + HST	\$0.70
NSF Cheques Charge	Mar-08	\$25.00	\$25.00
Non-Resident Memberships			
Adults	May-10	\$45.00 HST Exempt	\$45.00
Seniors	May-10	\$30.00 HST Exempt	\$30.00
Students (post-secondary)	May-10	\$30.00 HST Exempt	\$30.00
Students (up to Grade 12)	May-10	Free HST Exempt	FREE
Ontario Works Adult Literacy Students	May-10	Free HST Exempt	FREE
Monthly Membership	May-10	\$15.00 HST Exempt	\$15.00
Overdue Circulating Fines	<p><i>NOTE: No overdue fines are charged to senior citizens (age 60+), talking book patrons, library board members, library employees, city department heads, and members of City Council</i></p> <p><i>NOTE: Overdue charges apply to damaged items if they are returned overdue.</i></p> <p><i>NOTE: No Maximum charge per group of items</i></p>		
Books and Audio Material Adult		\$0.25/day to max \$10/item	\$0.25/day to max \$10/item
Books and Audio Material Juvenile		\$0.10/day to max \$2.50/item	\$0.10/day to max \$2.50/item
Videos/DVDs Adult/Juvenile		\$2.00/day to max of \$10/video	\$2.00/day to max of \$10/video

Government Publications		\$2.00/day to same maximum as circulating books	\$2.00/day to same maximum as circulating books
Reference Books Adult		\$2.00/day to same maximum as circulating books	\$2.00/day to same maximum as circulating
Interlibrary Loans		\$2.00/day to a max \$20/book	\$2.00/day to a max \$20/book
Overhead Transparencies			
Per Transparency		\$1.02 + HST	\$1.15
Photocopies & Printing			
Regular Copies		\$ 0.22 Per Copy + HST	\$0.25
Enlargements & Reductions		\$ 0.22 Per Copy + HST	\$0.25
2 sided copies		\$ 0.22 Per Side + HST	\$0.25
11"x 17" Copies	1992	\$ 0.265 Per Copy + HST	\$0.30
Photo-reproductions (Archival Copies) Handling Fee Per Order (Not Per Photo)		Cost of reproduction plus \$5.00 handling fee/order + HST	\$5.65
Printing From Computers & Multimedia		\$ 0.265 Per Copy + HST	\$0.30
Refunds	When a patron is receiving a refund for returning an overdue library item previously declared lost and paid for, the amount of the fine will be deducted from the refund		
Registration for Library Programs			
Pre-School Story Time	Jan-96	\$20 per child HST Exempt	\$20.00
Children's Reading Club	Dec-02	Free HST Exempt	FREE
Adult Book Club	Dec-04	\$20.00 +HST	\$22.60
Program Where \$20/Child Fees are waived due to sponsored by a Corporate Sponsor - Zonta Club:			
Books and Bites	2002	Free HST Exempt	FREE
March Break Programs	Dec-08	Free HST Exempt	FREE
P.A. Day Programs	Dec-08	Free HST Exempt	FREE
Christmas Programs	Dec-08	Free HST Exempt	FREE
Bon Soo Programs	Dec-08	Free HST Exempt	FREE

Summer Programs	Dec-08	Free HST Exempt	FREE
Program Where \$20/Child Fees are waived due to sponsored by a Corporate Sponsor - Community First Credit:			
Family Storytime	Fall 2005	Free HST Exempt	FREE
Saturday Story & Craft Hour	Dec-97	Free HST Exempt	FREE
Drop-In Story Time	Dec-97	Free HST Exempt	FREE
Sandman Storytime	Dec-01	Free HST Exempt	FREE
Program Where \$20/Child Fees are waived due to sponsored by a Corporate Sponsor - Kiwanis			
Babytime	Dec-03	Free HST Exempt	FREE
Teen Programs	Dec-08	Free HST Exempt	FREE
Program Where \$20/Child Fees are waived due to sponsored by a Corporate Sponsor - Cambrian			
Toddler Time	Jan-96	Free HST Exempt	FREE
Renewal of Interlibrary Loans	See Interlibrary loans		
Research			
Per Hour	May-10	\$35.40 + HST	\$40.00
Reserve Items			
Failing to Pick Up Item Placed on Reserve Charge		\$1.00 per item	\$1.00
Senior Discounts - 60 years of age and older			
No overdue circulating fines. Seniors are liable for all other service charges: replacement membership cards, etc.			
Transient Library Cards	See Non-Resident Memberships – Monthly Membership		
Transparencies	See overheads		
Paper		\$.20 per Sheet + HST	\$0.40
Videotapes (City Council Tapes) Note: patron must supply a blank tape or DVD for copying			
Copying of tape or DVD;		\$10.00 per rcopy + HST	\$11.30