

Ritzville Library District #2

**Fee Schedule**

The Library charges fees as set by the Library Board. The intent of these fees is to recover the cost of providing the service, not to make a profit.

Copy Machine

- 8 ½” x 11” – \$0.15/page
- Legal or ledger – \$0.20/page
- Double-sided – \$0.20/sheet
- Supplying own paper – \$0.10/page
- Color print – \$0.25/page

Printer

- 8 ½” x 11” – \$0.15/page
- Legal or ledger – \$0.20/page
- Double-sided – \$0.20/sheet
- Supplying own paper – \$0.10/page
- Color print – \$0.25/page
- Supplying own paper color print - \$0.15/page

Photo Prints

- 4x6 - \$0.50
- 5x7 - \$0.75
- 8x10 - \$2.00

Faxes

- Pages received – \$0.15/page
- Pages sent – \$1.00/page (cover sheet provided by Library free of charge and free to send)

Scans

- 8 ½” x 11 – \$0.50/page
- Color print – \$0.75/page

Laminates

- ID card – \$0.50/sheet
- 8 ½” x 11” – \$1.00/sheet
- 12” x 18” – \$2.00/large sheet

Disc Repair (see Disc Repair Policy)

- \$2.00 first attempt
- FREE second attempt (if necessary)
- \$1.00 third attempt (if necessary)

Revised 5/15/18  
Revised 1/17/18  
Revised 1/20/16  
Revised 8/20/14

Revised 1/15/14  
Revised 5/15/13  
Revised 5/16/12  
Revised 5/26/11

Revised 3/24/11  
Revised 2/11/10

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### Research

- \$13.00/hour

### Overdue Items

- No fee, but donations accepted.

### ILL Postage Recovery

- Whatever postage was incurred, rounded to the nearest nickel

### Replacement of Lost or Damaged Library Items

- Actual replacement cost. An additional \$10.00 processing fee per item may be charged at the discretion of the Director
- Replacing damaged DVD/CD/Audio case - \$3.00 may be charged at the discretion of the Director

### Replacement of Library Cards

- First lost card – FREE replacement
- Subsequent lost cards – \$5.00/card

### Replacement of Benge Kiosk Key

- \$3.00/key

### Outside Patron Library Cards

For residents who reside outside the Library's taxing district, including Lind and Washtucna

- \$20.00/patron
- No charge for any child who attends school within the Lind, Ritzville, and Washtucna School Districts

### Meeting Room

- FREE (see Meeting Room Policy for additional information)
- Damage fees will be assessed if applicable

### Computer Lab

- FREE (see Meeting Room Policy for additional information)
- Damage fees will be assessed if applicable

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