

SANTA ANA PUBLIC LIBRARY
OVERDUE CHARGES AND OTHER FEES
 EFFECTIVE JULY 1, 2009

OVERDUE/LOSS of USE CHARGES

- **BOOKS, MULTI-MEDIA KITS & MAGAZINES:**
 \$.25 a day to a maximum of:
 VIDEO CASSETTES/DVDs: Actual cost
 \$1.50 a day to a maximum of actual cost. No grace period.
- **PAPER BACKS:**
 \$.25 a day per book to a maximum of: \$10.00
 (or equal to the price of the item if less than the maximum fine)
- **COMPACT DISCS & AUDIO BOOKS:**
 \$.25 a day per item to a maximum of: \$15.00
 (or equal to the price of the item if less than the maximum fine)
- **GRACE PERIOD:**
 There is a three-day grace period for the return of library materials. On the fourth day of the return of the items, patrons are charged for the full four days overdue charges including Sundays and Holidays.

RENTAL FEES:

- CD \$.50 each – Adult
 \$.25 each – Juvenile
 - Video Cassette/DVDs (entertainment) \$2.00 – Adult
 \$1.00 – Juvenile
 - Typewriter \$.50 – each 1/2 hour (quarters necessary)
 \$5.00 per hour
 - Computer Rental \$5.00 per hour
- OTHER FEES:**
- Non-resident Library Card \$45.00 per year/\$15.00 1 day pass
 - Non-resident Library Card for Santa Ana business owners \$30.00 per year
 - Non-resident computer rental \$ 5.00 each hour
 - Bar Code replacement \$ 2.00 each
 - Cassette (audio) case replacement \$ 1.00 each
 - CD case replacement \$ 1.00 each
 - CD/DVD pamphlet \$ 2.00 each
 - Certified Copy, \$ 1.00 per article
 (if Public Record City fees apply)
 - Computer printout/photocopies \$.15 per copy B & W/\$.50 color
 - Library Card Replacement Fee \$ 3.00 each
 - Hold Request \$ 1.00 per request
 - Interlibrary Loan \$ 5.00 per request
 - Lost/Damaged Material:
 Catalogued items Retail price + overdue charges + reprocessing surcharge of \$10.00.
 Uncatalogued items Retail price + overdue charges + reprocessing surcharge of \$7.00.
 (Magazines, pamphlets, and paperbacks)
 - Microfiche/Film \$.25 per copy
 - Other Actual cost
 - Passport Acceptance Fee \$25.00 each
 - Research fee \$20.00 per search/article
 - Fabric Multimedia Bag replacement \$ 6.00 each
 - Video Hardcase w/barcode \$ 5.00 each
 - CD/DVD Case w/barcode \$ 6.00 each

DIGITAL SERVICES PHOTOGRAPH REQUESTS: Contact the Santa Ana History Room for details, (714) 647-5280.

Non-Commercial Use

- E-mail request \$1.00 per image
- Special Format Image \$2.00 per image
- Scan History Room Image \$5.00 per image
- Scan Non-History Room Image \$10.00 per image
- Colored Laser Printing \$2.00 per image
- Compact Disc Fee \$2.00 per image
- Scan HR Images not available on Web/
 Mailed to requestor \$10.00 per image
- Scan non- HR Images not available on Web/
 Mailed to requestor \$15.00 per image
- Colored laser printing/Mailed to requestor \$4.00 per image

Commercial Use

- Commercial Use Image \$25.00 per image
- Commercial Use Image/Mailed to requestor \$40.00 per image
- Additional fee for Commercial Use Image/
 Color Laser Printing \$5.00 per image

LIBRARY MEETING ROOM RENTAL:

Meeting rooms are available at the Main Library and the Newhope Library Learning Center. Meeting room facilities may be reserved by any group or organization. Applicable rental fee (see below) must be paid within two days of reserving the room. City sponsored activities will receive booking priority. All events must be open to the general public and no admission may be charged. For reservations call (714) 647-5251.

GROUP 1 – No Charge

City of Santa Ana sponsored or co-sponsored event or program; agencies with a reciprocal facility use and fee schedule; and governmental agencies (serving Santa Ana residents) for business meetings and programs.

GROUP 2 - \$14.00/hr w/kitchenette - \$21.00/hr

Resident non-profit civic and social organizations.

GROUP 3 - \$28.00/hr w/kitchenette - \$42.00/hr

Non-resident non-profit civic and social organizations

GROUP 4- \$20.00/hr w/kitchenette – \$30.00/hr

Resident commercial, business, for-profit and religious organizations

GROUP 5 - \$40.00/hr w/kitchenette - \$55.00/hr

Non-resident commercial, business, for-profit and religious organizations

CONTACT NUMBERS

Main Library	26 Civic Center Plaza	(714) 647-5250
Newhope Library Learning Center	122 North Newhope St.	(714) 647-6992
History Room	26 Civic Center Plaza	(714) 647-5280