

Hicksville Public Library
Collection of Overdue Materials Policy
Adopted by the Board of Trustees, October 18, 2006

If materials owed amount to more than \$25, we will send the patron's account to the collection agency if the overdue materials are not returned within 60 days of their being overdue.

The collection agency in turn initiates the process of trying to retrieve the overdue materials for 120 days. The cost of this service is \$9.95 per patron. This fee will be added on to the patron's account should they decline to pay the fees owed to the library.

The collection agency being considered for this purpose is Unique Management. Their fees may rise in the future and if they do so, the new fee will be added on to the patron's delinquent account.