

Circulation Policies

Effective 7/9/2025

LOAN PERIOD	MATERIAL	Max Renewals	Days holdshelf	Fine/Day	DA/ILL	MAX FINE	TIME TO BILL
DOES NOT CIRC	Reference	0	0	\$0.00	NO	\$0	N/A
28	Fiction	6	7	\$0.00	yes	\$0	28 DAYS
28	Nonfiction	6	7	\$0.00	yes	\$0	28 DAYS
28	MAIN LEVEL music, magazines, Ereaders	6	7	\$0.00	yes	\$0	28 DAYS
28	All J Fiction & Nonfiction (includes NEW)	6	7	\$0.00	yes	\$0	28 DAYS
28	Study Guides	6	7	\$0.00	NO	\$0	28 DAYS
14	New Books (ADULT & TEEN)	6	7	\$0.00	yes	\$0	28 DAYS
14	HotSpot, Chromebook	6	7	\$0.50	NO	\$10	28 DAYS
14	Play-Away View/Launchpad	6	7	\$0.50	NO	\$10	28 DAYS
7	DVD/BLURAY/VIDEO GAMES	6	7	\$0.00	yes	\$0	28 DAYS
7	MOST ITEMS IN THE LOT	1	5	\$1.00	NO	\$10	28 DAYS
7	American Girl Doll kits	6	0	\$0.00	NO	\$0	28 DAYS
7	Teen Community Service Kits	0	0	\$0.00	NO	\$0	28 DAYS
2	Museum Adventure Pass	0	0	\$20.00	NO	\$200	7 DAYS

Business Cards

Businesses within the district are entitled to one library card. The company assumes responsibility for all fines and fees. Cards are LOCAL USE ONLY. Cards expire annually.

"Connections" for the Homebound, Outreach

Materials circulate on patron's record. Regular loan rules apply. A five day grace period is extended to accommodate delivery to and from the homebound patron.

Teacher Cards

Sachem School District faculty are entitled to a LOCAL USE ONLY card with the same loan rules associated with a SPL staff card. Cards expire the end of each school year.

OTHER FINES & FEE INFORMATION - Replacement fee applies after max renewals

Maximum time overdue before items are billed at full replacement cost	28 DAYS
Maximum time overdue before NEW DVD billed at full replacement cost	10 DAYS
Minimum owed to block patron record	\$20.00
Materials lost or damaged	Full replacement cost

Patron records must be clear of all delinquencies and fines upon renewal

NO REFUNDS/ NO REPLACEMENT COPIES ACCEPTED

Supplemental items (which can be replaced in order for items to continue to circulate):

Audio book/ CD ROM/ Launchpad/ View case	\$6
CD/DVD cases	\$3
Missing CD from book (If available for re-order)	\$10

Electronic supplies for purchase:

Headphones, Ear buds, Flash drives	Best available price
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Printing/FAX services:

Black/White print	Cost per page	First 10 pages free with SPL card/\$0.10
Color	Cost per page	\$0.25
FAX	Cost per page	First 10 pages free with SPL card/\$0.25
International FAX	Cost per page	First 3 pages free with SPL card/\$0.50