

## DVD Circulation Policy and Regulations

Approved by the Marion Public Library Board

March 21 , 2018

1. The Marion Public Library maintains a rental collection of varied DVDs for patron use. The rental fee is \$1.00 per older DVD and \$2.00 per new DVD. The Library permits borrowing of its DVDs for noncommercial, private use. Federal law imposes severe civil and criminal penalties for unauthorized reproduction, distribution, and exhibition of copyrighted DVDs.
2. Patrons may borrow up to 3 new DVDs per family for up to 2 days. New DVDs are 6 months from date of purchase. Patrons may borrow older DVDs for up to 7 days. DVDs are checked out and returned at the circulation desk, not the drop box. DVDs returned via the drop box will be assessed a fine and/or damage fee.
3. Overdue fees are \$1.00 per day up to a maximum of \$20.00 per each overdue DVD. If anyone in the family has a late movie or fine, the DVD has to be returned and the fine paid before anyone in that family can check out another movie. (Anyone in a "family" definition meaning that anyone in the household living at the same address).
4. Patrons are responsible for the full retail replacement cost of each lost/non-returned DVD plus a \$10.00 processing fee.
5. DVDs may not be reserved.
6. The purchase of DVDs will include G, PG, PG-13, and family viewing discs. Non-Rated (NR) and R rated movies may be added to the collection at the discretion of the Library Director. The Library will accept donations on the condition that we use at our own discretion.
7. The Library is not responsible for damage to any patron's DVD player or other device due to the usage of Library discs.
8. The Library offers DVDs that may be deemed offensive to some individuals or inappropriate for children. The Library affirms the right of individuals to have access to materials and services that reflect diversity sufficient to meet their needs. The Library and staff are responsible for providing equal access to library materials and services for ALL library patrons. It is the responsibility of parents and legal guardians of minor children to determine and monitor their children's viewing of DVDs.

9. Parents and guardians who wish to restrict their minor child's borrowing of DVDs must accompany them to the Library to make this request. The Library does not monitor the borrowing of DVDs by minors. The Library does not take the place of parents or guardians in deciding what children may or may not view.