



# Sault Ste. Marie Public Library

## Fees Schedule - Effective January 1, 2024

| Particular  | Price  | Price with HST                                 |
|---|--|--|
| <b>Faxes, Photocopies, Prints &amp; Scans</b>                     |  |  |
| Faxes (No charge if part of reference service)                    | \$1.11 + HST per page  | \$1.25 per page                                |
| Black & White Copies/Prints                                       | \$0.22 per side + HST  | \$0.25   |
| Colour Copies/Prints  | \$0.44 per side + HST  | \$0.50   |
| Scans (Public Machines)   | FREE   |  |
| Archive Scans (Original)  | First 5 scans free, \$0.44 + HST per additional page                                       | First 5 scans free, \$0.50 per additional page |
| Archive Scans (Prescanned)  | FREE   |  |
| Photo-reproductions of Archival Copies                            | Cost of Reproduction + \$5.00 Handling Fee + HST   | Cost of Reproduction + \$5.65                  |
| <b>Items for Purchase</b>   |  |  |
| Promotional Items:  |  |  |
| Chocolate Bar   | \$2.21 + HST   | \$2.50   |
| Cloth Bag   | \$2.65 + HST   | \$3.00   |
| Keurig K-Cup Single Serve Pod (Coffee/Tea/Hot Chocolate)          | \$1.33 + HST   | \$1.50   |
| Library Building Block Set  | \$60.00 + HST  | \$67.80  |
| Supplies:   |  |  |
| City Maps   | \$1.99 per map + HST   | \$2.25   |
| Envelopes - Letter  | \$0.89 + HST   | \$1.00   |
| Envelopes - 9"x12"  | \$1.11 + HST   | \$1.25   |
| Headphones  | \$2.65 per set + HST   | \$3.00   |
| Paper - Letter, Legal   | \$0.22 per sheet + HST   | \$0.25   |
| USB Sticks  | \$7.08 + HST   | \$8.00   |
| Waste Tags  | \$2.00 (HST exempt)  |  |
| <b>Memberships</b>  |  |  |
| Residents of Sault Ste. Marie and Contracting Communities         | Free   |  |
| Indigenous Communities:   |  |  |
| Residents of Garden River or Batchewana First Nations             | Free   |  |
| First Nation or Metis Council members located in Ontario          | Free   |  |
| Institutional Memberships:  |  |  |
| Organization located in Sault Ste. Marie                          | Free   |  |
| Organizations located in Garden River or Batchewana First Nations | Free   |  |
| Organizations located outside of Sault Ste. Marie                 | \$70.00 per year (HST exempt)  |  |
| Non-Residents:  |  |  |
| Students (Elementary, Secondary, Post Secondary, Adult Literacy)  | Free   |  |
| Adults  | \$45.00 (HST exempt)   |  |
| Seniors   | \$30.00 (HST exempt)   |  |
| Monthly Membership (Adults & Seniors)                             | \$15.00 per month  |  |
| Membership Card Replacement                                       | \$3.00 (HST exempt)  |  |
| <b>Miscellaneous</b>  |  |  |
| Patron Refunds  | Processing fees will <u>not</u> be refunded for returned items declared lost and paid for. |  |
| U.S. Exchange Rate  | Rate as provided by City Hall  |  |
| <b>Overdues</b>   |  |  |
| Express Reads   | \$1.00 per day (Max \$10.00 per item)  |  |
| Government Publications   | \$2.00 per day (Max \$10.00 per item)  |  |
| Interlibrary Loans  | \$1.00 per day (Max \$15.00)   |  |
| Object Collection   | \$1.00 per day (Max \$10.00 per item)  |  |
| <b>Programming &amp; Events</b>                                   |  |  |
| Program Registration:   |  |  |
| Adult Book Clubs  | \$22.12 + HST  | \$25.00  |
| Children & Teen Programs  | Free   |  |
| Craft Programs, Educational Programs & Workshops                  | Cost Recovery  |  |
| Signature Events  | Cost dependent on event  |  |



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| <b>Replacement Cost for Damaged or Lost Items</b>  |  |                              |
| Collections (including Books, DVDs, Blu-Rays, Video Games, Books on CD, Music CDs & other collections not specified) | Cost of item + \$5.00 + HST                  | Cost of item + 5.65          |
| Book Jackets   | \$4.43 + HST                                 | \$5.00                       |
| CD Containers/DVD Cases/Jewel Boxes  | \$2.65 + HST                                 | \$3.00                       |
| Magazines  | \$4.43 + HST                                 | \$5.00                       |
| Object Library Collection  | Cost of item + \$5.00 + HST                  | Cost of item + \$5.65        |
| Passes (Bushplane, Museum, Ermatinger, Ontario Parks, YMCA)  | Cost of item + \$5.00 + HST                  | Cost of item + \$5.65        |
| <b>Room Rentals</b>  |  |                              |
| James L. McIntyre Centennial Library:  |  |                              |
| Program Room A   | \$17.70 per hour + HST                       | \$20 per hour                |
| Program Room B   | \$8.85 per hour + HST                        | \$10 per hour                |
| North Branch:  |  |                              |
| Program Room A   | \$17.70 per hour + HST                       | \$20 per hour                |
| Program Room B   | \$8.85 per hour + HST                        | \$10 per hour                |
| <b>Services</b>  |  |                              |
| 3-D Printing   | \$0.10 per gram + \$2.00 + HST               | Material used + \$2.00 + HST |
| Laminations  | \$.88 + HST per page                         | \$1 per page                 |
| City Council Recordings (DVD)  | \$10.00 per copy + HST                       | \$11.30                      |
| Exam Proctoring Fee  | \$35.40 + HST                                | \$40.00                      |
| Interlibrary Loans - Books & Photocopies   | Amount of fee charged by the lending library |                              |
| Projector Rental   | \$8.85 per day + HST                         | \$10 per day                 |
| Projector Rental Late Fee  | \$10.00 per day (Max \$50.00)                |                              |
| Research   | \$39.82 per hour + HST                       | \$45.00 per hour             |
| VHS to DVD Conversion  | \$9.95 + \$2.00 for DVD + HST                | \$13.50                      |