

overdue books. Please ensure we have your current email address at all times. However, the responsibility for overdue books remains with the member at all times.

### **PER ITEM**

First day up to 6 days = \$0.50

2nd week = \$2.00

3rd week = \$5.00

4<sup>th</sup> to 5th week = \$8.00

6<sup>th</sup> to 9<sup>th</sup> week = \$10.00

10<sup>th</sup> week = Item is considered lost and members will be charged the replacement cost.

**5. Loss or Damage:** Members will be charged the replacement cost for items that are lost or damaged.

**6. Renewals:** Items can be renewed for further loan periods unless another reader has reserved it. Renewals may be done by emailing the library at [library@panagaclub.com](mailto:library@panagaclub.com) or by visiting the library before the due date of the item.

**7. Reservations:** Items may be reserved by completing a Reservation Slip which is available in the Library.