

# Portland Library

**20 Freestone Avenue**

**Portland, CT 06480**

**860-342-6770**

## Staff Fines and Fees Policy

Library staff shall:

1. not be charged overdue fines.
2. be notified at regular intervals about their overdue items
3. be responsible for the replacement of any items checked out on their cards which were lost or damaged or have not been returned within six months.

Revised September 21, 1992

Revised February 20, 1997

Revised October 15, 1998

Revised January 17, 2002

Revised February 17, 2005