

# City of Lincoln

## MASTER FEE SCHEDULE - LIBRARY

Activity Description	Fee	Charge Basis	Note
1 Extended Loan/Overdue Fine — DVDs			
a) Per Day	\$1	per DVD, per day	
b) Maximum	\$7.50	per item	
2 Extended Loan/Overdue Fine — Other Items			
a) Per Day	\$0.25	per item	
b) Maximum	\$7.50	per item	
3 Damage to Item			
a) Repairable	\$5	per occurrence	
b) Unusable			
i) Processing Fee	\$7.50	per item	
ii) Replacement Cost of Item	MSRP	per item	[a]
4 Lost Item			
a) Processing Fee	\$7.50	per item	
b) Replacement Cost of Item	MSRP	per item	[a]
5 Photocopies or printouts			
a) black and white	\$0.25	per page	
b) color	\$0.50	per page	
6 Fax/Scan	\$0.50	per page	
7 Test Proctor	\$25	per test	

[a] Replacement cost will be determined using Manufacturer Suggested Retail Price (MSRP).

# City of Lincoln

## MASTER FEE SCHEDULE - LIBRARY (ROOM RENTALS)

Activity Description	Resident Non-Profit	Resident	Non-Resident	Charge Basis	Note
1 Community Room or Homework Center Rental	\$33	\$44	\$65	per hour	[a]
2 Small Meeting Room Rental	\$16	\$22	\$27	per hour	[a]
3 Technology Center Rental	\$75	\$100	\$125	per hour	[a]
4 Library Rental-One Floor Carnegie	\$16	\$22	\$27	per hour	[a]
5 Library Rental-Both Floors Carnegie	\$33	\$44	\$65	per hour	[a]
6 Meeting Rooms - Twelve Bridges	\$163	\$272	\$327	per hour	[a]
7 Full Library Rental - Twelve Bridges	\$272	\$381	\$545	per hour	[a]; [b]

Activity Description	Fee	Charge Basis	Note
8 Room Rental Deposit			
a) Deposit	\$250	per rental	
b) Minimum cleaning charge	\$54	per rental	[c]
9 Meeting Room Cancellation, Setup or Breakdown			
a) Cancellation	\$27	each	
b) Setup or Breakdown	\$27	each	
10 Private programs by staff	Cost of meeting room, setup, breakdown, and staffing		
11 Staff for rental of Library or internal meeting rooms when required, especially when library is closed	\$27	per staff member, per hour	
12 Willow Room - Community Room Storage Space	\$10	per shelf, per month	

Notes:

- [a] All rentals require additional insurance at the cost of the renter, see guidelines. Additional charges for clean up and staffing may occur.
- [b] Does not include Redwood Technology Center.
- [c] Charge for cleaning and maintenance if room is not returned to original condition.