

Lost/Damaged Items

Items that are long overdue are moved to a status of “Lost” and will be billed for the replacement cost and processing fee. This price reflects the cost of the item at the time of purchase, as well as our time to catalog and process it.

If an item that has been declared “Lost” is found and returned, you will not have to pay a replacement cost (if you haven’t paid for the item yet).

Wait for our system to run through the process of sending you all notifications and the bill for the item **before** you pay the replacement cost. Once you have paid to replace a lost or damaged item, we cannot offer you a refund. The material you have paid for is yours to keep whether you find a lost book or keep the damaged material.

If you believe you can replace the Lost item with a new copy for less cost, please speak with our Circulation Manager first, **before** you purchase a replacement. There are many factors we have to consider before accepting such a swap—it must be the exact same edition/version of the item, otherwise the Library will incur significant costs in the processing of your item in place of the original. The Library reserves the right to not accept an item you have purchased as a replacement, so please talk to us first! Call us at 610-265-4805 and ask for the circulation manager.