Johnson County Public Library

Lost and Damaged Items Policy

Borrower Responsibility:
- Each borrower is responsible for all items checked out to the borrower card registered in his/her name.
- Lost and damaged items are billed to the cardholder.
- Please keep your receipt when paying for any lost item. If a lost item is found and returned in good condition within 90 days from the date of payment, it may qualify for a refund.

Refunds for Lost Items
- Only the cost of the item is refundable. Patrons are responsible for any overdue fees.
- Overdue charges will not exceed the cost of the item.
- Refund checks will be mailed after the library board approves the refund claim at their monthly meeting.

Note: Replacement of lost and/or damaged items is at the discretion of the selectors.

<table>
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<tr>
<th>Version</th>
<th>Action</th>
<th>Approval Authority</th>
<th>Action Date</th>
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<td>1.0</td>
<td>Adopted</td>
<td>JCPL Board</td>
<td>06-24-2014</td>
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<tr>
<td>2.0</td>
<td>Revised</td>
<td>JCPL Board</td>
<td>10.17.2017</td>
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