



# Hillsdale Free Public Library

509 Hillsdale Avenue, Hillsdale, NJ 07642

## LOST ITEM RECEIPT FOR PAYMENT

DATE: \_\_\_\_\_

PATRON NAME: \_\_\_\_\_

ATTACH PRINTOUT OF SCREEN SHOWING PATRON INFO AND ITEM(S)

BARCODE	TITLE	FINE

TOTAL FINE PAID: \_\_\_\_\_

COLLECTED BY: \_\_\_\_\_

### **HILLSDALE FREE PUBLIC LIBRARY -- LOST / DAMAGED ITEM POLICY**

#### **ITEMS OWNED BY HILLSDALE LIBRARY**

If a patron has lost or damaged an item belonging to the Hillsdale Library, the item must be paid for. At the discretion of the Director, patrons may replace a lost / damaged item with a copy provided by the patron.

#### **REFUNDS**

Payments for lost Hillsdale items will be held for thirty (30) days. If an item has been located and returned within thirty (30) days a refund less accrued overdue fines will be made available to the patron. The original receipt must be shown. If payment was made by check, the check will be returned and the accrued overdue fine must be paid.