

## Library Fees Policy

The Lawrence Public Library welcomes all to access our printing, fax, scanning, copy, and extended research services for a fee. The following is a list of fees associated with each service.

### Printing

Printing services are available at the Main Library 2nd Floor Computer Lab (color and black & white) and South Branch (black & white only). Patrons can print from a Library Computer or a WiFi-enabled personal device. Printing fees are \$0.15 per page (black & white) and \$0.30 per page (color). The printer takes payment in the form of coins (excluding pennies) and \$1 bills.

### Faxing

Fax services are available at the Main Library 1st Floor Circulation Desk and South Branch. Faxing fees are \$1.00 for the first 10 pages. An additional \$1.00 will be charged for quantities of 11-20, 21-30, and so forth. Cover pages will be provided upon request at no additional charge.

### Copying

Copy machines are available at the Main Library 2nd Floor Computer Lab (color and black & white) and South Branch (black & white only). Copying fees are \$0.15 per page (black & white) and \$0.30 per page (color). The copier takes payment in the form of coins (excluding pennies) and \$1 bills.

### Scanning

Scanners are available at the Main Library 2nd Floor Computer Lab and the South Branch. Patrons can scan documents to an email or USB flash drive *free of charge*.

### Extended Research

Research requests are welcomed in all departments housing collections in the library free of charge. However, requests that require research that will be time consuming over a period of days or weeks will be reviewed on a case by case basis for a fee.