

Damage to Library Books

- **Please do not write in library books. This includes underlining and writing notes with either pen or pencil.**
- **Please do not highlight library books.**
- Writing in or highlighting library books is considered **damaging the books** and damage done to books will be **charged** to your account accordingly.
- Replacement costs + processing fees will be charged for damaged books that are considered unusable for others.
- Damage charges will be added to your account if writing, highlighting or other damage occurs to the library books while they are signed out to you.
- When you check out library materials, you are responsible for **returning the materials** in the **same condition you signed them out.**
- Library books are loaned to you; they are owned by the Library and are available for all patrons to use.
- Please treat library books with care and do not write in or highlight our books.