

## **Laminating Policy**

### **LAMINATING POLICY**

(Revised April 3, 1995)

The library staff will laminate items for patrons at the rate of \$1.00 per linear foot and 50 cents for less than a foot.

Laminating will be done from 9 a.m. to 5 p.m. Tuesdays and Thursdays.

## **Fax Machine Policy**

### **FAX MACHINE POLICY**

(Revised April 3, 1995)

The library staff will fax papers for patrons at the rate of \$3 for the first sheet and \$1 for each additional sheet. To receive a fax from another location, it is \$1 per page.

This service will be available during regular library hours.