



Northborough Free Library

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<http://www.northboroughlibrary.org>

POLICY FOR PUBLIC USE OF PHOTOCOPIERS AND PRINTERS

The Northborough Free Library offers photocopiers and printers for public use at a cost of \$0.15 per black and white page and \$0.25 per color page.

Patrons are expected to claim their print jobs immediately after printing and tender payment at the circulation or reference desk. Staff reserves the right to collect jobs from the printer tray and keep them at a desk until payment is rendered.

Failure to pay for printing will result in a suspension of computer use privileges until payment has been rendered in full.

In order to protect our equipment from the wear and tear of excessive and unintended use, staff reserves the right to limit a patron to 30 pages of printing per day.

Patrons are expected to pay for all of their printouts, and are therefore advised to exercise due diligence to make sure they are printing what they want and how they want it.

Printing of copyright-protected materials, explicit content, or libel is prohibited.