

FOX LAKE PUBLIC LIBRARY DISTRICT (of Lake and McHenry County)
LIBRARY POLICY MANUAL

2 LIBRARY FACILITIES POLICY

2.12 COPY MACHINE POLICY

The library provides coin-operated copy machines for public use. Use of these machines is governed by the copyright law of the United States (Title 17, U.S. Code). The person using the equipment is liable for any infringement of this law.

The library's policy for use of its photocopiers is as follows:

- a. The library's photocopiers are available for use only during regular library hours.
- b. In general, the photocopiers will be used on a first-come, first served basis.
- c. Only the paper provided by the library and already loaded into the machines may be used for photocopying. Patrons may use their own paper in library photocopiers upon staff assistance.