

## **Lyons Public Library**

### **Fax Machine Policy**

Reviewed as need arises.

The library provides fax service for patrons. This service will include sending and receiving of faxes.

Faxes within the United States cost \$1.00

Payment for faxes must be made prior to faxing.

Incoming faxes cost \$1.00 per page.

The Library will not notify a patron that a fax has been received. It is the patron's responsibility to contact the Library.

*Approved*      September 10, 2013