PHOTOCOPYING AND PRINTING
SERVICES FOR PATRONS POLICY

October 15, 1996, December 14, 1993
APPROVED: July 15, 1988
POLICY NUMBER: 4.02
RELATED POLICIES: Borrower’s Policy 4.01
STATUTORY REFERENCE: United States Constitution, Article I, Section 8; United
States Code Title 17 and all Copyright Law
SCOPE: This policy documents that federal copyright law applies to all use of WCLS
equipment and sets the charges for use of WCLS equipment for copying and
printing.

A. Patron Photocopying; Printing from Internet Computers: The Whatcom County Library System provides
public photocopy machines and computer printers in its branch libraries as a service to its patrons. Copies
and printouts for patrons are $.10 per page for black-and-white printing, and $.50 per page for color printing.

B. Photocopying and Printing from Library Resources: Library patrons may copy or print out up to ten
pages per day from non-circulating materials or the catalog and database computers free of charge. Library
Staff may provide up to twenty pages per day at no cost in response to a patron’s request or reference
question.

The Library System will make every effort to establish procedures and policies that will meet the
requirements of the copyright law.

Adopted by the Whatcom County Library System Board of Trustees:

Signed by Deb Lambert 9-16-2014
Board Chair Date