



CONEJO VALLEY UNIFIED SCHOOL DISTRICT

DAMAGED/LOST BOOK FEES

In the event that a library book/textbook is **damaged** the following fees will be assessed:

missing/damaged barcode	\$5.00
writing in book	\$1.00 per page
cover damaged	\$5.00 to full replacement cost
missing pages	full replacement cost
water/liquid damage	full replacement cost
gum, food, candy damage	\$5.00 to full replacement cost
removal of post-it notes	\$5.00
pet damage	\$5.00 to full replacement cost
torn pages	\$1.00 per page
miscellaneous damages	up to full replacement cost

In the event a book is **lost** the following will apply:

Lost textbooks - full replacement cost including tax and shipping will be charged

- 100% full refund (depending on the returned book condition) if textbook is returned within 30 days.
- 50% refund (depending on the returned book condition) if book is returned after 30 days.
- Refunds will not be given for prior years with the exception of books due on the last day of school and not returned. Students will then have until the last school day in September to request a full refund and after that day only 50% will be refunded until the end of that school year.

Lost library books – Full replacement cost of the book including tax and shipping rounded to the nearest dollar plus a \$5.00 processing fee will be charged. The processing fee is not refundable.

- 100% full refund (depending on the returned book condition) if book is returned within 30 days.
- 50% refund (depending on the returned book condition) if book is returned after 30 days.
- Refunds will not be given for prior years with the exception of books due on the last day of school and not returned. Students will then have until the last school day in September to request a full refund and after that day only 50% will be refunded until the end of that school year.