

**Charlton Public Library**  
**Replacement of Lost / Damaged Items Policy**

Option 1: Pay the replacement cost of the item.

The Library cannot give refunds for lost items that have already been paid for. You may keep the item or donate it back to the Library.

Option 2: Provide a NEW replacement copy.

The Library does not accept used items as replacements. *Option 2 is available for Charlton Library-owned items ONLY. Replacement copies for missing or damaged items belonging to other libraries will not be accepted as per our reciprocal borrowing agreement through CWMARS.*

*Reviewed and accepted by the Library Board of Trustees on March 21, 2023*