



COPYING AND PRINTING SERVICES FOR PATRONS POLICY

POLICY NUMBER: 4.02

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.

COPYING AND PRINTING

The Whatcom County Library System provides multi-functional copying, printing, and scanning services in its branch libraries as a service to its patrons. Copies and printouts for patrons are \$0.10 per sheet of paper for black-and-white printing and \$0.50 per sheet of paper for color printing. There is no cost for scanning. Library patrons will be provided a single credit of \$7.00 for a combination of copying and printing services, not to be rolled over, at the beginning of each week, defined as Sunday through Saturday.

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

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.

APPROVALS AND UPDATES

Date	Action	Reviewer	Approved By	Approval Signature
August 14, 1984	Adopted.	-	Whatcom County Library System Board of Trustees	/s/
July 15, 1988	Revised.	-	Whatcom County Library System Board of Trustees	/s/
December 14, 1993	Revised.	-	Whatcom County Library System Board of Trustees	/s/
October 15, 1996	Revised.	-	Whatcom County Library System Board of Trustees	/s/

Date	Action	Reviewer	Approved By	Approval Signature
July 18, 2006	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Amory Peck
October 20, 2009	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Janneth Hunter
March 15, 2011	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Deb Lambert
September 16, 2014	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Deb Lambert
July 20, 2021	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Marvin Waschke
September 19, 2023	Revised.	-	Whatcom County Library System Board of Trustees	/s/ Rodney Lofdahl