Implementing Order

Implementing Order No.: 04-97

Title: FEE SCHEDULE FOR THE MIAMI-DADE PUBLIC LIBRARY SYSTEM

Ordered: 9/17/2026 **Effective:** 10/1/2026

AUTHORITY:
The Miami-Dade County Home Rule Charter, including among others, Sections 1.01 and 2.02A.

SUPERSEDES:
This Implementing Order (IO) supersedes IO 4-97, ordered September 17, 2020, and effective October 1, 2020.

POLICY:
This Implementing Order establishes the fee schedule for the Miami-Dade Public Library System, including replacement cost fees for lost or damaged Library materials, library card fees for patrons that live outside the Library Taxing District, rental fees for the use of Library meeting rooms or auditoriums, establishes pricing for fundraising items, and fees for various services.

FEE SCHEDULE:
Fees and charges shall be assessed and collected by the Miami-Dade Public Library System in accordance with the fee schedule attached hereto and made a part of hereof.

This Implementing Order is hereby submitted to the Board of County Commissioners of Miami-Dade County, Florida.

Approved by the County Attorney as
to form and legal sufficiency _____

MIAMI-DADE PUBLIC LIBRARY SYSTEM FEE SCHEDULE		
	FEE/FINE	**MAXIMUM FEE/FINE[1]**
FEE CARDS		
Fee Cards (Miami-Dade County Non-Library Taxing District Residents – full library privileges) – Per Year	$65.00	N/A
PATRON SERVICES & FUNDRAISING		
Passport Processing Service (per Passport application)	$35.00[2]	N/A
Passport Processing – Expedited/Overnight Delivery (varies with carrier utilized)	Based on estimated cost from carrier utilized	N/A
Canvas Bags	$2.00	N/A
Promotional Fundraising T-Shirts	$8.00	N/A
Patron Account Collection	$10.00	N/A
Year-Round Book Sales – Paperback, Audiobooks, CDs, DVDs, Tapes, and LPs (Donated Items)	$1.00	N/A
Year-Round Book Sales – Hardback Books (Donated Items)	$2.00	N/A
Computer/Mobile Printing, Faxing and Photocopies– Black and White (per page after first 25 free)	$0.10	N/A
Computer/Mobile Printing and Photocopies– Color (per page after first 25 free)	$0.25	N/A
Electric Vehicle Charging Rate	$0.38/kWh	N/A
Electric Vehicle Charging Rate upon battery reaching full charge and after 30-minute grace period has expired.	$3.55/hour	N/A
MEETING ROOM FEES (up to 4 hours)[3]		
Meeting Rooms (Large)/Auditorium	$75.00 per hour	N/A
Meeting Rooms (Medium)	$50.00 per hour	N/A
Meeting Rooms (Small)	$25.00 per hour	N/A
Types of Materials/Equipment – Per Item Replacement Cost	**Replacement Cost[4]**	**Default Replacement Cost[4]**
Paperbacks/Periodicals/Librettos/Plays	Actual Cost	$7.00
Storytime Express Mailing Bags	Actual Cost	$8.00

MIAMI-DADE PUBLIC LIBRARY SYSTEM FEE SCHEDULE		
Types of Materials/Equipment – Per Item Replacement Cost	**Replacement Cost[3]**	**Default Replacement Cost[3]**
Individual Audiobooks CDs	Actual Cost	$10.00
Audio Records/Albums	Actual Cost	$15.00
CDs/Children's Books/Children's Videos/Children's-American Sign Language Materials	Actual Cost	$20.00
Videos/Multimedia Kits/Young Adult Books/Children's Language Instruction/Adult American Sign Language Materials	Actual Cost	$25.00
Adult Books/Scores/Youth Resource Materials/Lifelong Learning Materials	Actual Cost	$30.00
Language Instruction Kits/Children's Reference Books	Actual Cost	$40.00
Children's Audiobooks/Adult Oversize Books/Microfiche and Microcards/Young Adults Reference Books	Actual Cost	$50.00
Art Books/Adult Reference Books/Playaway Audiobook Devices	Actual Cost	$75.00
Adult Audiobooks/Federal Documents/ Microfilm/ Interlibrary Loan Materials	Actual Cost	$100.00
Storytime Express Kits	Actual Cost	$100.00
16 mm Film	Actual Cost	$300.00
Fully configured computer devices (i.e., MacBook, Playaway Launchpad, or Tablet, Hotspot, Chromebook)	Actual Cost	Up to $2,500.00
Computer Device/Gaming console peripherals (i.e., MacBook, Playaway, or Tablet) Accessories and Parts Per Item	Actual Cost	Up to $104.00

[1]Library materials will not be assessed per-day late fees but will be charged the actual or default replacement cost if not returned within 10 days from the due date. While the goal of MDPLS is to ensure access to library materials, abuse of lending policies or failure to return items may result in blocking of lending privileges.

[2]Current fee as established by the U.S. Department of State (subject to change).

[3]The Meeting Room Fees shown are intended primarily for for-profit organizations or groups that do not meet the criteria described in this section. Nonprofits, individuals, educational, and governmental organizations that provide free services to the public in the form of training, learning and educational opportunities, cultural or artistic performances or exhibits, or other community services may utilize library meeting rooms, auditoriums, or other designated spaces in a library facility free of charge, subject to scheduling availability and approval by the Library Director or designee(s) of a completed Library Use Reservation Form. Such approval shall be conditioned upon the organization agreeing to allow attendance by the general public at no cost, and not for solicitation purposes. MDPLS shall provide a cost estimate, which must be paid prior to the scheduled event, for staffing, security and facility costs for approved usage beyond normal operating hours. Use of Library facilities by the Office of the Supervisor of Elections for election-related purposes takes scheduling preference over all other usage requests.

[4]Default replacement cost is utilized only when the actual replacement cost of an item is absent from the item record in the database. In all other cases, the actual replacement cost will be charged. Every Library item checked out is considered lost after 10 days from its due date.

The Department Director or designee(s) shall have the authority to waive, refund, adjust late fees and fines, and extend due dates during a declared emergency, as well as in the following circumstances:

(1) Materials are returned and are still in a condition deemed suitable for future circulation; and
(2) As part of a promotional event, such as a library card drive or fee amnesty promotion, as examples; and
(3) To purge dormant patron accounts with and/or without outstanding fines, but no circulation activity within the past three (3) years in accordance with Implementing Order 3-9, Accounts Receivable Adjustments; and
(4) On a case-by-case basis deemed to be in the best interest of the Department's goal of ensuring free access to library materials, increasing library usage, and/or assisting those with financial hardships in a manner that would not adversely or materially impact the Department's annual budget.