



Taber Public Library Policy Manual

General Policy: Public Fax Service

PURPOSE:

Define what the charge for public use of the library's fax machine will be.

POLICY:

The Taber Public Library will provide fax service to the public.

GUIDELINES:

1. If requested, the library will provide fax cover sheets at no charge.
2. Charge to send faxes as follows: \$1.00 for each sheet.
3. Charge to receive faxes as follows: 25¢ each sheet.

Date of Approval: October 12, 2004

Date Reviewed/Revised: June 10, 2008
June 8, 2010
April 9, 2013
September 8, 2015