

Hamilton North Public Library

Public Scanning Policy

Board approved 12/18/2014

Effective 12/18/2014

For purposes of this policy, a single sheet of paper is considered one page; two sides of a sheet of paper are considered two pages.

Ten or fewer pages will be scanned for free and done on a walk-in basis or by appointment.

Eleven to fifty pages will be scanned for free and by appointment only.

Document(s) of more than fifty pages must be approved by the Library Director.

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