

Guidelines for Printing, Faxing and Photocopying at the Berne Public Library

The library currently owns a photocopying/fax/scanner machine. The following guidelines apply to the use of this machine. The money charged for copies and printing is needed to cover the cost of ink, paper, and machine wear.

US Copyright law (Title 17, US code) prohibits the unauthorized reproduction or distribution of copyrighted materials except as permitted by principles of fair use. The Library expressly disclaims any liability or responsibility resulting from copyright infringement or any violations of local, state, or federal law.

1. The library supplies free photocopying for library business, including copies for the Friends of the Berne Library.
2. The Berne Town Board, its committees, and councils should use the town photocopier whenever possible. If needed, the library can supply a limited amount of photocopies at no charge.
3. The library will not offer free photocopying/printing/faxing to individuals, businesses or other non-profit organizations.
4. Prices for printing/photocopying in black and white, color, and faxing will be posted on the machine, by computers and on the Berne Public Library's website.

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