

# Late Fine FAQ – What you NEED to know

## Q: Why charge late fines?

A: Think of late fines as “inconvenience charges”. When someone returns equipment late it means that another student who is relying on that equipment is not able to use it. Late fines are there to incentivize you to return things ON TIME.

## Q: Why do I have to return things on time?

A: Our entire reservation system relies on a schedule and a forecast of what equipment will be available and at what time. If you do not return equipment on time, chaos ensues and no one is happy. Also, other students are robbed of the opportunity to access the equipment (see above).

## Q: How much are late fines?

A: Late fines come in three flavours depending on what type of equipment you are using. The more expensive or more demand of the equipment, the higher the late fine. For example, a camera carries a \$10 per day late fine, a charger carries a \$5 per day late fine and a sync cord carries a \$2 per day late fine. Each tier has been assigned a colour sticker that is placed on each resource. These are only a guide to tell you what kind of fines you face. If a sticker is missing it does not mean that there is no fine, it may just be missing.

## Q: So what happens if I don't pay my fines?

A: Good question! If you do not pay your fine within 30 days your borrowing privileges will be suspended. If your fine is still outstanding at the end of the semester your academic account will be put on hold and this will prevent you from registering for courses, accessing your grades and graduating.

## Q: What happens if I am sick and unable to return my equipment on time?! I get sick a lot, especially early in the morning.

A: Call us **before** it's due! If the equipment is not reserved for later in the day, we can renew it for another day! Renewals can be made only twice. Once equipment is late, it cannot be renewed. day, we can renew it. 24h renewals on Monday mornings.

## Q: What happens if the equipment I want to renew is reserved?

A: You better hope that you can get here before it's due! Plan ahead if you think you will need the equipment longer, renew early to increase your chances of success. Equipment cannot always be renewed! If someone else has reserved it, they have priority.

## Q: What happens if I'm legitimately sick and I can't come in and the equipment is reserved by someone else and I can't renew it?

A: The Photography Centre is staffed by humans. Humans have an uncanny trait that our computerized circulation system does not, empathy. In other words, if you're really in a jam, for real for real, we might pull some strings in the computer to make it forget. If we notice a pattern of stories and excuses we get less and less sympathetic.

## Q: How will I be able to remember the exact time things are due and what I'm responsible for? I'm so busy and can't keep track.

A: Technology to the rescue! Check your OCAD U email address (<https://studentemail.ocadu.ca> - NOT CANVAS) for checkout details. You will also get emails 2 hours before reservation pick up time, 4 hours before checkouts are due back and everyday after checkouts are due.

There is no excuse not to know!