

# MCAD Media Center: **FINES AND FEES**

All patrons (students, staff, faculty) are subject to fines for late returns, lost or stolen equipment, and abuse of equipment, facilities, or policies. This policy is in place to ensure that equipment/facilities will be available to all patrons and is strictly enforced.

**The amounts listed below are the late fees per barcoded item; there may be several barcoded items within one equipment "kit".**

Equipment Category	Each Hour	Equipment Category	Each Hour
Analog Photo and Film Camera Body	\$.50	Light Accessory (cables, power, stands, etc.)	\$.15
Audio Accessory (cables, adaptors, etc.)	\$.15	Light Unit (primary light(s) or head in kit)	\$.25
Audio Recorder (main unit)	\$.50	Microphone Body (main unit of kit)	\$.25
Battery and Battery Charger (all formats)	\$.15	Photo Accessory (analog or digital)	\$.15
Camera Lenses (photo, film, and video-main unit)	\$.25	Projector (main unit)	\$.25
Computer Laptop (main unit)	\$.75	Studio Key	\$1.00
Computer and iPad Accessory	\$.25	Tripod Accessory (pan arm, camera plate, etc.)	\$.15
Digital Cinema Camera Body (A7s II, FS7, RED)	\$1.00	Tripod Head	\$.25
Digital Cinema PL Lens (main lens unit)	\$.50	Tripod Legs	\$.25
Digital Photo Camera Body	\$.50	Video Camera Accessory (cables, rails, mounts, etc)	\$.15
Exhibition Accessory (cables, speakers, mounts, etc.)	\$.15	Video Camera Body	\$.50
Exhibition Equipment (main unit of kit)	\$.50	Video Camera Support and Stabilizer (main unit)	\$.25
Film and Grip Accessory (clamps, arms, etc.)	\$.15	Video Monitor (main unit. non-exhibition)	\$.25
Interactive/ VR Accessory (cables, adaptors, etc.)	\$.15	Wacom Accessory (pen holders, cables, etc.)	\$.15
Interactive/ VR Device (main unit of kit)	\$.50	Wacom and Artisul Pen	\$.25
iPad Body (exhibition or non-exhibition)	\$.50	Wacom and Artisul Tablet Body	\$.50

<b>Repair:</b> Item is damaged while checked out to you, but is repairable	Cost of repair	<b>Abandoned Equipment 1:</b> Leaving equipment at the M.C. window without waiting for it to be fully checked in	\$10 first time; \$30 each subsequent time thereafter
<b>Replacement:</b> Item is lost, stolen, or damaged beyond repair while checked out to you	Cost of replacement	<b>Abandoned Equipment 2:</b> Leaving equipment unattended in any area of the campus for ANY length of time.	\$10-100, PER ITEM, depending on cost of items/

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			circumstance
<b>Studio/Suite Misuse:</b> Damage to studio sweeps, lights, equipment, not cleaning up after use, etc		Damaged facilities/equipment= \$ Cost of repairs Studio/Suite cleanup= \$25 minimum Sweep repainting= \$75 half-sweep (top or bottom), \$175 full sweep Chromakey sweep repainting= \$200 full sweep (half-sweep not an option)	