

PAYING FINES ONLINE

Log into your account from the library website

Click "MY ACCOUNT" next to "SEARCH WEBSITE" on the top/right of our homepage.

Once in your account, you should see headings for Checkouts, Holds and Fines

If there is a red exclamation point above "Fines," (it might take a moment to appear) you have accruing fines (items overdue) or overdue fines (items returned late)

Click the "Fines " tab

Any current overdue fines will be listed beneath accruing fines

To view and pay your overdue fines, click the arrow next to "Current Fines/Blocks"

If you have any current fines, you should see an itemized list

Select any/all fines to pay by checking the appropriate box in the "Pay" column

To pay individual fines, first click "Deselect All" and then click the fines you wish to pay

The total of fines selected should register in the box next to "Total Selected," over the blue "Pay Now" button

Click the "Pay Now" buttons to pay your fines with a credit card

You will be directed through a typical, secure credit card payment process

After entering your credit card information, click the box next to "Email me a payment receipt at this email address" and enter your email address if you wish to receive a receipt