

Public Fax Services Policy

Document facsimile transmission (fax) is available as a service to the patrons of the Andrew Carnegie Free Library & Music Hall. This service is provided according to the following guidelines:

- Library staff are happy to fax the document for you. If you prefer to send your own fax, you do so at your own risk.
- Fax service is available during normal Library operating hours.
- The Library provides outgoing fax service only.
- Fax service is available to domestic phone numbers only. International service is not available.
- If requested, staff can provide you with a cover sheet.
- We cannot accommodate pages larger than 8 ½" x 11."
- The Library assumes no responsibility for the content of any fax.
- Patron will receive a printed report verifying successful transmission at no charge.
- All domestic faxes cost \$0.50, regardless of the number of pages.

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