**Fayette County Public Libraries**

**MONTHLY CIRCULATION REPORT**

Month/Year\_\_\_\_\_\_\_\_\_\_\_\_\_ Library\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Adult Fiction: \_\_\_\_\_\_\_\_\_\_\_  
  
2. Adult Non-fiction: \_\_\_\_\_\_\_\_\_\_\_  
  
3. Juvenile Fiction: \_\_\_\_\_\_\_\_\_\_\_  
  
4. Juvenile Non-fiction: \_\_\_\_\_\_\_\_\_\_\_  
  
5. Interlibrary Loans RCVD\_\_\_\_\_\_\_ SENT\_\_\_\_\_\_  
  
6. Audio Tapes: \_\_\_\_\_\_\_\_\_\_\_  
  
7. CDs: \_\_\_\_\_\_\_\_\_\_\_  
  
8. DVDs/Videos: \_\_\_\_\_\_\_\_\_\_\_  
  
9. Microfilm: \_\_\_\_\_\_\_\_\_\_\_  
  
10. Equipment \_\_\_\_\_\_\_\_\_\_\_  
  
11. Magazines and Newspapers: \_\_\_\_\_\_\_\_\_\_\_  
  
12. Reference Questions: \_\_\_\_\_\_\_\_\_\_\_  
  
13. Adult Registrations: \_\_\_\_\_\_\_\_\_\_\_  
  
14. Juvenile Registrations: \_\_\_\_\_\_\_\_\_\_\_  
  
15. Fines: \_\_\_\_\_\_\_\_\_\_\_  
  
16. Copies: \_\_\_\_\_\_\_\_\_\_\_  
  
17. Faxes: \_\_\_\_\_\_\_\_\_\_\_  
  
18. Total Copies and Faxes: \_\_\_\_\_\_\_\_\_\_  
  
19. Total Fines, copies & Faxes: \_\_\_\_\_\_\_\_\_\_\_  
  
20. Cash Amount turned in to HQ \_\_\_\_\_\_\_\_\_\_  
  
21. Expenditures: \_\_\_\_\_\_\_\_\_\_\_  
  
22. Amt. Petty Cash at first of month\_\_\_\_\_\_\_\_\_\_\_  
  
23. Total amount $ from credit cards\_\_\_\_\_\_\_\_\_\_\_  
  
24. #19-23+25=20 $\_\_\_\_\_\_\_\_\_\_  
  
25. Donations \_\_\_\_\_\_\_\_\_\_\_  
  
26. In library users: \_\_\_\_\_\_\_\_\_\_\_  
  
27. Computer Users: \_\_\_\_\_\_\_\_\_\_\_  
  
28. Wi-Fi \_\_\_\_\_\_\_\_\_\_\_

29. Total people in your library \_\_\_\_\_\_\_\_\_\_\_

30. # of children’s programs \_\_\_\_\_\_\_\_\_\_\_\_

31. Attendance @ children’s programs (all)\_\_\_\_\_\_\_

32. # of adult programs \_\_\_\_\_\_\_\_\_\_\_\_

33. Attendance @ adult programs (all)\_\_\_\_\_\_\_\_\_\_\_

34. # of young adult programs \_\_\_\_\_\_\_\_\_\_\_\_

35. Attendance @ YA programs (all)\_\_\_\_\_\_\_\_\_\_\_\_

36. # of Children’s Virtual programs \_\_\_\_\_\_\_\_\_\_\_\_

37. Attendance @ Children virtual (all) \_\_\_\_\_\_\_\_\_\_

38. # of Adult Virtual programs \_\_\_\_\_\_\_\_\_\_\_\_

39. Attendance @ Adult virtual (all) \_\_\_\_\_\_\_\_\_\_\_\_

40. # of YA Virtual programs \_\_\_\_\_\_\_\_\_\_\_\_

41. Attendance @ YA virtual (all) \_\_\_\_\_\_\_\_\_\_\_\_

42. Total Notaries \_\_\_\_\_\_\_\_\_\_\_\_

43. Total Scans \_\_\_\_\_\_\_\_\_\_\_\_

44. Laminating \_\_\_\_\_\_\_\_\_\_\_\_