

# How do I refund money paid for a fine?

When a patron returns a copy that had been marked lost, paid for, and later returned, Destiny creates a credit for the patron.

If the patron has no other fines—or fines that total less than the credit—you can **refund** the net amount of their refund.

At the bottom of the patron's Fines list, just click beneath the credit amount (for example, **Total Amount Payable** (\$6.00)).

The screenshot shows the 'Fines' page in the Destiny system. The browser is Windows Internet Explorer. The page title is 'Fines - Windows Internet Explorer'. The URL is 'http://destiny.adams12.org/circulation/servlet/presentfineviewform.do?restoreFromCrumb=1&tm=TopLevelCirculation&2m=Check+Out&formSignature=FineSi'. The page has a navigation bar with 'Home', 'Catalog', 'Circulation', 'Reports', 'Back Office', and 'My Info'. The 'Circulation' tab is selected. The page shows a patron's fine details for 'The Hunger Games'. The 'Amount Payable' section shows a total of \$17.99. A large black arrow points to the 'Update' button at the bottom right of the 'Amount Payable' section.

Mountain Range High

Home Catalog Circulation Reports Back Office My Info

Check Out > Fines

How do I... ?

Checked Out Library: 0  
Overdue Library: 0  
Holds Ready 0  
Fines Library: \$17.99  
Patron: \$0.00

Grade Level  
Homeroom

— Fines —

Reason ?

Reason	Amount	Payable
LM The Hunger Games (Copy: 21856012112155) COL	(\$17.99)	✓

☒ Include off-site fines in totals ?

Amount Payable  
(\$17.99) Local  
\$0.00 Off-site  
(\$17.99) Total Amount

☐ Print Receipt

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