

Lied Public Library Policy**Section: Access, Services, and Programs****Subject: Interlibrary Loan****Board****Approved:07-2005****Reviewed:03-2013, 05-2015****Revised:12-2008, 2-2011, 07/2018**

Interlibrary Loan Policy

Registered patrons of the library may request items not owned by the Lied Public Library to be borrowed from other libraries.

There is no limit as to the number of items that may be borrowed at one time, however the due date on items is determined by the lending library and items must be returned on time. Renewing items is at the discretion of the lending library.

There will be a charge for postage on each item once they have been received. The library staff will make every reasonable attempt to notify the patron that the item is available. A fine per item will be charged if the borrowed item is not claimed at the library before its return due date. Patrons will be billed if items are lost or returned damaged.