

Code: LM

Date: 12/12/94

Date Revised: 1/23/98; 6/22/98; 6/11/99; 4/1/01; 3/20/03; 7/9/03; 2/21/05; 7/17/06; 12/20/10; 8/17/15; 2/20/24

Policy: Loan Period and Renewals

1. Most items are loaned for 14 days for home use under library regulations and procedures. Any variant loan periods or restrictions, such as items used in-library only, will be communicated at the time of borrowing.
2. Materials that are in special demand, cannot be replaced, including rare and fragile items, or are in a special format, do not circulate. These include reference and genealogy materials, some local histories, and some equipment.
3. The Library reserves the right to limit the number of checkouts to first-time borrowers and borrowers with a “conditional” or “temporary” status. The Library reserves the right to limit the number of items to be borrowed. The number must be reasonable; i.e. it must be consistent with the needs and rights of other borrowers.
 - a. A single library account may not have more than 50 items checked out.
4. In situations where library patrons have not met cardholder responsibilities, the Library reserves the right to adjust loan rules or further limit the number and type of items that can be borrowed.
5. Items may be renewed twice for the same period of time as the original loan if there are no holds on the items.
6. Materials borrowed through Inter-Library Loan may not be renewed.

