

MATERIALS/EQUIPMENT LOAN POLICIES

MATERIALS LOAN POLICY

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All materials available for loan may be borrowed by presenting a valid Library card.

TYPE OF MATERIAL	DEFINITION	LOAN PERIOD	RENEWALS	BORROW/CARD
New Fiction	Adult, YA, Youth under 500 pages*	7 days	1	10
New Fiction—Lengthy	Adult, YA, Youth over 500 pages	14 days	1	10
Youth Holiday Books & Special Collections	Seasonal materials pulled for a limited time and given special loan periods and borrowing limits.	7 days	1	Determined by the holiday and collection
Non-Fiction, Fiction, & Genre	Adult, Youth, & YA books	21	2	50
Reference & Archival	Adult & Youth materials	Non-circulating	NA	NA
Newspapers		Non-circulating	NA	NA
Magazines	Current issues of adult magazines do not circulate	21	1	10
Cassettes	Youth sound recordings	21	2	10
Music CD's	Adult & Youth sound recordings	21	2	10
Audio Books	Adult, YA & Youth	21	2	10
Videotapes**	Adult, YA & Youth	7	0	10
DVD**	Adult, YA & Youth	7	0	10
Computer Software	Adult & Youth	21	1	10
Realia	Youth Toys & Games	21	1	10
Kit	Youth Preschool kits	21	1	5
Video Games	Adult/Youth video games	7	0	2
Netbook PC***	Internet computer	1.5hr	0	1

* Between Jan-June previous year pub date is used, July-Dec only current year used for pub date

** Youth cardholders can check out videos/DVDs only from the Youth Collections. Young Adult cardholders can check out anything but restricted titles in the Adult collection.

***Netbook computers can only be checked out for in-house use to individuals at least 18 years old

All materials except videotapes, DVD's, video games, netbook computers, and items on hold may be renewed a various number of times (see chart above). Materials can be renewed in person, over the telephone, or through self-renewal on the library's website.

The library reserves the right to recall material (i.e. for special collections) to reclassify.