

CirculationLoan Periods, Renewal Periods, and Limits of Materials

The following loan periods on circulating materials are in effect:

<u>ADULT SERVICES DEPARTMENT</u>	<u>LOAN PERIOD</u>
Books-fiction & nonfiction (new)	2 weeks
Books-fiction & nonfiction (older)	3 weeks
“Speed Zone” books	1 week
Audiobooks (new)	2 weeks
Audiobooks (older)	3 weeks
CD-ROMs	3 weeks
Compact discs (new)	2 weeks
Compact discs (older)	3 weeks
DVDs & Videocassettes-fiction	1 week
Quick Flicks	3 days
DVDs & Videocassettes-nonfiction	3 weeks
Magazines*	3 weeks
Video games	3 weeks

YOUTH SERVICES DEPARTMENT

Books-fiction & nonfiction	3 weeks
Audio kits	3 weeks
Audiobooks	3 weeks
CD-ROMs	3 weeks
Compact discs	3 weeks
DVDs & Videocassettes (fiction & nonfiction)	1 week
Quick Flicks	3 days
Video games	3 weeks
Illustrated novels	3 weeks
Magazines**	3 weeks
Puppets	3 weeks
Puzzles	3 weeks
Realia kits “Adventures to Go”; “Backpack”	3 weeks

*Current issues of magazines do not circulate.

At the discretion of Library staff, loan periods may be decreased and limits may be imposed due to high demand. There is a limit of 20 DVDs per patron.

The loaning period of an interlibrary loan is determined by the type of material. These materials may be subject to recall by the loaning library.

Book discussion books will be due the day after the scheduled book discussion.

If there are no holds for the item, library materials circulated for three weeks may be renewed one time, for another three weeks. Materials circulated for three days, one week or two weeks are not renewable.

Vacation Loans and Limits

A patron may borrow up to a maximum of ten older books and audiobooks for a vacation loan. These materials may not be currently on reserve and shall not include any items displayed in the "new" areas of the Library.

Vacation loans will not exceed an eight week loan period.

Reference materials, newspapers, and "Display Books" (New) do not circulate.

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