

Circulation
Loan 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 (new)	2 weeks
Books-fiction (older) & nonfiction	3 weeks
“Speed Zone” books	1 week
Audiobooks (new)	2 weeks
Audiobooks (older)	3 weeks
Compact discs (new)	2 weeks
Compact discs (older)	3 weeks
DVDs-fiction	1 week
DVDs & Videocassettes-nonfiction	3 weeks
DVDS (3+ discs)	2 weeks
Quick Flicks	3 days
Magazines	3 weeks
Video games	1 week
E-Readers	2 weeks
Laptops and tablet computers	2 weeks
Tote Bags	3 weeks
Board games	3 weeks
<u>YOUTH SERVICES DEPARTMENT</u>	
Books-fiction & nonfiction	3 weeks
Audio kits	3 weeks
Audiobooks	3 weeks
Compact discs	3 weeks
DVDs (fiction & nonfiction)	1 week
DVDs (3+ discs)	2 weeks
Video games	1 week
Illustrated novels	3 weeks
Magazines	3 weeks
Puppets	3 weeks
Puzzles	3 weeks
Realia kits “Adventures to Go”; “Backpack”	3 weeks
E-Readers	2 weeks
Laptops and tablet computers	2 weeks
Tote Bags	3 weeks
Board games	3 weeks

At the discretion of Library staff, loan periods may be decreased and limits may be imposed due to high demand. Specific limits are as follows:

- 20 DVDs per patron.
- 5 video games 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.

Seed packets are available for checkout as part of the Seed Savers Exchange program. As such there is no loan period assigned. After proper training, gardeners can share homegrown seeds through the library as part of this program.

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

If there are no holds on the item, library materials may be renewed. Exceptions are: Speed Zone and Quick Flicks which cannot be renewed.

Vacation Loans and Limits

A patron may borrow up to a maximum total of ten items for a vacation loan. These materials may not be currently on reserve and shall not include any items marked as "new".

Vacation loans will not exceed a six week loan period.

Reference materials and newspapers do not circulate.

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