

Circulation

Library Card Accounts

701.2

A valid library account is required for use of many library services, including but not limited to checking out, renewing, and reserving library materials. A valid account is defined as:

- An unexpired account
- Patron address information on file is correct
- Patron does not have fines or fees in excess of \$20

Library cards may be used at any System Wide Automated Network (SWAN) library as well as other participating library systems throughout the state. See the Villa Park Public Library website for a current list of SWAN libraries. Borrowing privileges accorded to a Villa Park Public Library cardholder at another library will be governed by the lending library.

Suspension of Privileges

Library privileges may be suspended by Library Administration pursuant to the policies of the Board of Trustees. The Villa Park Public Library reserves the right to enforce its policies through use of collection agencies, civil actions, and/or criminal prosecution. Reasons for library account suspension include, but are not limited to:

- Unpaid overdue fines or fees exceeding \$20 or more on one account
- Excessive fines or fees at another library
- Violation of library policy
- Defacing of property

All accounts that a patron has signed responsibility for may be suspended from further use if total fines and fees and/or value of overdue or lost material exceeds \$50.

Reinstatement of Library Card Accounts

Library card accounts will be reinstated once the patron has:

- Brought their account up-to-date
- Updated the address information on file
- Made a payment to their account to bring the total amount owed under the \$20 threshold.

Adopted 7/9/2020