

## Truth or Consequences Public Library

### Interlibrary Loan Policy

(Revised February 2015)

In order to provide patrons with access to items not owned by this Library, we participate in the national Interlibrary Loan program. Borrowing items from other libraries is a privilege, and should be respected as such.

We regret that due to rising postage rates, we must revise our policy regarding this service. Failure to comply with the new rules may result in loss of Interlibrary Loan privileges.

Effective February 2015, we now require that postage for the return of the book to the lending library be paid before the book may be checked out or used in-house. Additionally, all fees charged by the lending library (copy fees, overdue fines, lost book charges, etc.) will be passed on to the person requesting the loan.

This Library has no control over the length of the loan permitted by the lending library. All materials borrowed through this program MUST be returned, by us, to the lending library on time, so that our borrowing privileges are not jeopardized. Patrons who return Interlibrary Loan items late may be denied further loans, since other libraries may suspend OUR privileges if we do not return borrowed items on time.

Renewals on interlibrary loan items are discouraged. If the materials are not finished by the end of the time allocated, the material should be returned to the lender, and requested again.

All restrictions imposed by the lending library (such as "in library use only"), will be adhered to.

Lost Interlibrary Loan items, or items damaged too severely to return to the lender, must be paid for by the patron, with a cashier's check or money order payable to the lending library. This Library (T or C) will mail the check or money order, along with the invoice, to the lending library. Lost or damaged Interlibrary Loan items frequently have a processing fee attached to the replacement cost of the item. Again, T or C Library has no control over the "lost book" policies of the lending library; we simply pass the charges on to the borrower.

Thank you for your cooperation.