

Aram Public Library Policy 2.9 Interlibrary Loan Policy

Revised January 13, 2014

Aram Public Library participates in interlibrary loan (ILL) programs by lending items to and borrowing items from other libraries. This policy explains the rights and responsibilities of Aram Public Library and the patrons who use the interlibrary loan service.

Library Policies

1. When needed, Library staff will request material not available from our regional system from libraries outside the system that participate in interlibrary loan, and Aram Library may lend to such libraries materials they seek. The loan period for ILL is set by the lending Library, with Aram Library loans generally being six weeks.
2. Aram Library reserves the right to reject requests for items that would be difficult to replace if lost or damaged.

Patron Policies

1. Patrons who have requested an ILL item will be notified when that item arrives at Aram Library.
2. Interlibrary Loan (ILL) is a privilege, not a right, and contingent on the goodwill of other institutions. Should a patron incur three instances of overdue items, ILL privileges will be revoked for a period of 6 months.
3. ILL items are checked out to Aram Public Library patrons according to the lending library's return policy.
4. Aram Public Library patrons must request a renewal of their material 1 week before an item's due date. Renewals will be granted at the discretion of the owning library, and therefore renewals are not guaranteed.

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