## Lake Blackshear Regional Library Interlibrary Loan Policies

The Lake Blackshear Regional Library will attempt to borrow materials for adult patrons with the understanding that the patron will abide by the regulations of the library. Interlibrary loans are a privilege, not a right. The lending library expects, and deserves, to have the material returned on time. If our library abuses the interlibrary loan code, a lending library could refuse to allow our library to borrow any materials in the future. If our patrons abuse the interlibrary loan code, we reserve the right to revoke that patron's interlibrary loan privileges.

There is a charge for postage. If the lending library insures their materials, that cost will be in addition to the charge for postage. You must pay any charges incurred by the library if you do not cancel your request before it is ordered from the lending institution.

**Renewals are discouraged,** but in special cases, the library will request a renewal from the lending library. There is no guarantee that the request will be granted.

The overdue charge for interlibrary loan materials is 25¢ per day per item. No interlibrary loans will be done for a patron with outstanding charges. Continuous abuse will result in cancellation of interlibrary loan privileges for that patron. Materials should not be dropped in the outside book return; all materials must be returned to the person at the circulation desk.