

Inter-Library Loan (ILL) Policy

ILL Use

Inter-library loan privileges are available to all registered borrowers of the Exeter Community Library.

Patrons may request up to five (5) items at a time.

There may be a fee charged to the patron for an ILL item if charged by the lending library. These charges are most often for medical, scientific, or technical works and generally range from \$15.00 - \$20.00. The patron will be notified of the potential fee before the item is accepted. For routine ILL requests, there is no charge.

Articles from periodicals may be requested following the same procedure for books. Patrons may be asked to pay a fee to the lending library for photocopies of said articles.

Overdue Fees

A fee of \$.50 per day shall be charged for overdue inter-library loan materials. Fines can be paid at any system library.

Failure to pick up an inter-library loan item will result in a \$2.00 fee/item, and a second infraction within a six (6) month period will result in loss of inter-library loan privileges for six (6) months.

Reimbursement for damage to or loss of inter-library loan materials shall be determined by the lending library.

Lending Policies

Books, audios, DVDs, and music CDs from the Exeter Community Library may be loaned to other libraries for a one month period. They may be renewed if they are not on reserve for local library patrons. New items, reference books, and periodicals will not be loaned to other libraries.

Adopted 10/17/13