



## Interlibrary Loan Policies

- Patrons wishing to use interlibrary loan services must have a current library card with fines no more than \$10.00 and no blocks.
- The name and barcode number of the requester must match.
- Patrons in temporary shelters or with temporary cards must adhere to “In Library Use Only” rule for borrowed item(s).
- CLC (Colorado Library Card) or WoW patrons are not eligible for ILL through Mesa County Libraries.
- Items requested by juveniles will be the responsibility of the parent or guardian on record.
- ILL staff may deny a juvenile request if the guardian’s record is blocked or has fines in excess of \$10.00.
- Patrons will have two weeks' use of materials borrowed, unless a renewal is granted by the lending library.
- Interlibrary Loan materials cannot be renewed unless requested, and there is no guarantee the lending library will agree to a renewal – patrons will need to check with the ILL department at least three days prior to their due date to request a renewal. There is no grace period.
- If Interlibrary Loan materials are lost, up to a \$100.00 fine may be assessed.
- The borrowing library is responsible for all fees charged by lending libraries.
- Do not return materials in the bookdrop. Materials must be returned to the branch where they were picked up. For the Central Branch, materials must be returned to the circulation desk.
- Each patron may have up to 10 active requests at a time.