



Western Sullivan Public Library

CIRCULATION RULES PROCEDURE

Books, Audio Books

Loan Period = **14 days**
Maximum # of renewals = **2**
Overdue charges = **\$0.10** per day
Maximum fine = **5.00**
Replacement cost = Cost of item
Check out limits = no limit

Non-Fiction DVDs

Loan Period = **14 days**
Maximum # of renewals = **2**
Overdue charges = **\$2.00** per day
Maximum fine = **\$10.00**
Replacement cost = Cost of item
Check out limits = no limit

Television series DVDs

Loan Period = **14 days**
Maximum # of renewals = **2**
Overdue charges = **\$2.00** per day
Maximum fine = **\$10.00**
Replacement cost = Cost of item
Check out limits = 3 total from WSPL

Entertainment DVDs

Loan Period = **3 days**
Maximum # of renewals = **2**
Overdue charges = **\$2.00** per day
Maximum fine = **\$10.00**
Replacement cost = Cost of item
Check out limits= 3 total from WSPL



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eReaders

Loan Period = **14 days**
Maximum # of renewals = **0**
Overdue charges = **\$2.00** per day
Maximum fine = **\$10.00**
Limit 1 item per patron
Replacement cost = maximum \$250 (Actual cost will be determined at time of replacement)

Audio Recorder

Loan Period: **1 week**
Maximum # of renewals = **0**
Overdue Charges = **\$2.00** per day
Replacement Cost = **\$100**
Check out limits = **1** total

Flip Cam

Loan Period = **1 week**
Maximum # of renewals = **0**
Late Fees = **\$2.00** per day
Replacement Cost = **\$140**
Check out limits = **1** total

ILL: allowed after 3 months from date entered into catalog on DVD's. All other materials are available for ILL immediately, with the exception of materials that have an I-Type of "X". See WSPL Reports List for instructions on how to change the status of the DVDs

Renewals: If renewals are allowed, items can be renewed if there are no current holds for that item

Claims Returned: borrowing privileges shall be denied when a patron has three claims returned on their records



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Direct Access: Borrowing privileges shall be denied when a patron owes more than \$10.00 in fines and fees.