

FOX LAKE PUBLIC LIBRARY DISTRICT (of Lake and McHenry County)
LIBRARY POLICY MANUAL

3 SERVICES AND CIRCULATION OF MATERIALS

3.17 *RESERVE AND INTERLIBRARY LOAN MATERIALS*

- a.** The Library will assist patrons seeking materials not immediately available by:
 - 1. reserving the materials for patron use if they are owned by the library,
 - 2. by interlibrary loaning the materials from other libraries when possible,
 - 3. or by purchasing the materials for the library's collection.
- b.** All circulating Library materials other than DVDs may be returned at most other public libraries in Illinois.
- c.** Interlibrary loan services are as follows:
 - 1. Materials less than six (6) months old cannot be acquired via interlibrary loan.
 - 2. Patrons are limited to a total of five (5) interlibrary loan requests in process at any one time.
 - 3. Interlibrary loan material(s) renewals are as per Section 3.16.