

Scappoose Public Library Interlibrary Loan Policy

Who can use interlibrary loan?

- Residents of Scappoose Public Library District.
- Patrons who pay taxes on real or personal property in Scappoose Public Library District.
- Patrons who purchase a non-resident library card.
- Library staff and volunteers.

We will try to borrow the following materials from libraries located in the United States:

- Books
- Audiobooks on CDs
- DVDs

• The library is unable to borrow:

- Items published in the current calendar year.
- Ebooks and downloadable audio.
- Software, video games or self-published items in any format.
- Items owned by Scappoose Library
- Books printed before 1800.

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• Charges

The library will only borrow from libraries who lend free of charge. However, the library will charge borrowers for requested items not picked up. The charge will be \$3.00 per item.

Overdue and Damaged Material

- Items that are 30 days overdue or returned with significant damage will result in the charges imposed by the lending library being charged to the local borrower.
- Borrowers are limited to three requests per month.
- Patrons with overdue interlibrary loan items may not check out additional items through interlibrary loan.
- Interlibrary loan materials can only be checked out on the library card of the person who requested them.
- Interlibrary loan materials are generally not renewable. Loan periods may be shorter than regular Scappoose Library lending periods because of requirements from the lending library.