

## **Borrowing Limits**

Scenic Regional Library may limit the quantity of specific materials loaned to patrons based upon limitations listed below and the availability of materials in a particular collection.

Generally, with the exceptions noted, Scenic Regional Library asks that people limit themselves to the number of items they may reasonably use in the loan period. Scenic Regional Library patrons may check out up to 100 items per library account.

Limitations, including temporary limits, may be placed on materials when the demand exceeds the ability to fill requests. Examples of types of materials that may be limited are:

- Materials relating to class assignments
- Materials on one subject
- Current Mark Twain Award Nominees and other award nominees
- Holiday materials
- Types of materials – Easy chapter books, biographies, beginning readers, etc.
- Duplicate copies

All physical items, except reference materials and items received through InterLibrary Loan, may be borrowed for a period of 2 weeks. Reference materials may not be checked out, and can only be used in the library. Loan periods for InterLibrary Loan items will vary and are assigned by the owning library.

Scenic Regional Library also offers downloadable items through online subscription services. Loan periods and checkout limits vary by resource and item type. All materials checked out on an individual's card are the responsibility of the individual, including responsibility for loss, damage or overdue charges.

Branch collections are designed for use by individuals. Teachers requiring special materials should consult with the Branch Manager so materials may be brought from other branches in the library system. These materials will be delivered to the branch for pick-up and will be checked out to the teacher as an individual on their personal library card.