

INTER-LIBRARY LOAN

1. The Eagle Mountain Public Library provides interlibrary loan services to patrons in accordance with the provision of this policy, and in conformity with national and state interlibrary loan codes.
2. A fee of \$3.00 is charged to process an interlibrary loan request for each item to defray postage and technology costs. Patrons are also charged, with their prior consent, any fees assessed by a lending library.
3. The Eagle Mountain Public Library does not charge a fee when lending materials to other libraries.
4. The Eagle Mountain Public Library borrows the following types of materials through the interlibrary loan procedures:
 - A. Books
 - B. Microfilm
 - C. Microfiche
 - D. Articles from periodicals provided the periodical is not available at a publicly accessible library in Salt Lake County or Utah County.
5. The Eagle Mountain Public Library does not loan the following types of materials:
 - A. Pictures
 - B. Compact discs
 - C. Books and other materials, which would not normally be loaned to library patrons, such as, reference materials.

The Library also reserves the right not to fulfill requests for photocopies that exceed fifty (50) pages.

6. Patrons who do not pick up an interlibrary loan which they request, after they have been notified the item is available, are responsible for interlibrary loan charges accrued, including the \$3.00 initial fee for the request. In addition, patrons who do not pick up interlibrary loans twice within a twelve-month period may have their interlibrary privileges suspended for up to six months.
7. The director will establish procedures, including limitations on the number of interlibrary loan requests a patron may have active at a given time, to facilitate the efficient and effective operation of the interlibrary loan system.
- *8. The replacement cost for a lost book on loan to another library will be the list price of the book plus a non-refundable \$20.00 service charge.