

Harriman Public Library Inter-Library Loan Policy

These requirements have to be met before a patron can request books from the inter-library loan service.

1. The patron is required to have had a library card for 6 months.
2. The patron has to be in good standing with the library.
 - a. No overdue books.
 - b. No outstanding fines.
 - c. No history of long overdue books or fines
3. The patron should have the same phone number for at least 3 months.
4. Only two books at a time can be requested.
5. The due date on these books is set by the lending libraries and they cannot be renewed.
6. The books have to be returned on time so these libraries will continue to send our library their books.
7. If the patron is under the age of 18, then a guardian has to be responsible for the books and meet the requirements.
8. If a book is lost or damaged, it is the patron's responsibility to pay what the lending library requires.

PATRON'S SIGNATURE:
