

**POLICY 315
LOAN PERIODS**

Item	Loan period	Renewable	Item Limit	Hold-able	Reciprocal Eligible
Books	3 weeks	yes -- 3x	no	yes	yes
Periodicals	3 weeks	yes -- 3x	no	yes	yes
Reference Items	non-circulating	N/A	N/A	N/A	no
Interlibrary Loan	varies ¹	N/A	N/A	N/A	no
Art Prints	3 weeks	yes -- 3x	no	yes	yes
Audio CDs/Audio SMP ²	3 weeks	yes -- 3x	no	yes	yes
Video Games	1 week	yes -- 3x	5	yes	yes
Video Games -- New	1 week	no	2	yes	yes
Video Game Console	1 week	no	1	yes	no
DVD/BluRay	1 week	yes -- 3x	no	yes	yes
DVD/BluRay – New	1 week	no	2	yes	yes
Electronic Readers	3 weeks	yes -- 3x	1	yes	yes
Roku	3 weeks	yes – 3x	1	yes	no
WiFi Hotspots	1 week	yes – 3x	1	yes	no
Launchpad Tablets	3 weeks	yes -- 3x	5	yes	yes
Youth Kits	3 weeks	yes -- 3x	2	yes	yes
Youth Puzzles	3 weeks	yes—3x	no	yes	yes
Adult Kits	3 weeks	yes—3x	1	yes	yes
Book Club in a Bag	6 weeks	no	1	yes	yes
DVD Player	3 weeks	yes --3x	1	yes	yes
“Kill-a-Watt” Meter	1 week	yes – 1x	1	no	yes
LLD Seed Library Seeds	6 months	no	5	no	yes

Considerations:

- Items with holds³ cannot be renewed.
- LLD reserves the right to limit numbers of items and to shorten/lengthen loan periods for seasonal items, special displays, school assignments, and high-demand material.
- Reference items may be loaned at the discretion of the Department Director.

Adopted 2/11/91
Revised: 11/13/02, 12/8/10,
4/13/11, 2/20/13, 1/14/15,
12/14/16, 5/13/20, 8/12/20,
3/17/21, 9/21/22, 3/20/24

¹ Loan periods are set by the loaning library
² Sound Media Player (SMP)
³ “Holds” are items placed on reserve by another patron