

Carlton Area Public Library

Policy: Circulation of Materials

Loan Periods:

Loan periods for items owned by the Carlton Area Public Library are as follows:

- Movies: 7 days (may be renewed one time if no other patrons are waiting)
- Magazines: 14 days (may be renewed one time if no other patrons are waiting)
- New books/audiobooks: 14 days (may be renewed one time if no other patrons are waiting)
- All other items: 28 days (may be renewed one time if no other patrons are waiting)

Loan periods for items owned by other libraries are determined by the loaning library.

Renewals may be obtained by calling or emailing the library, or online.

Late, lost or damaged materials:

Overdue fees for materials returned late accrue each day the library is open until the item is either returned or renewed. The daily rates are listed in the fines and fees policy. Patrons are responsible for replacing or paying replacement costs for items they or their minor children have lost or damaged.

Options for satisfying fines and fees are including in the fines and fees policy.

Revised and Adopted: 10/8/15