7.0 LIBRARY RESOURCE BORROWING

Customers with Library cards are permitted and encouraged to borrow ~~in good standing are able to borrow~~ Library materials unless otherwise restricted by ~~*4.0 Library Cards*~~this or any other District policy.

The District is not responsible for any damage to any equipment used to listen to, view, or otherwise use Library materials.

The District reserves the right to restrict access to select Library resources to customers who do not meet age criteria in the *Resource Borrowing Procedure*.

7.1 Loan Period and Renewals

The loan periods of materials available for borrowing are available on the District website and at points of service subject to the District's *Loan Rule Table*. The District reserves the right to limit the quantities of materials available for borrowing and to temporarily place select groups of materials on short-term loans at the discretion of District staff.

Eligible materials may be renewed for up to two loan periods ~~as long as~~if they have not been requested by another customer.

7.2 ~~Extended Use Charges~~Overdue Materials

~~Customers failing to return Library materials on or before the date due will be charged a daily fee pursuant to the schedule in District's *Loan Rule Table*, available on the District's website and at points of service.~~ Materials retained by customers past their loan period are considered overdue. Library card accounts with any materials over 28 days overdue will be paused at the end of the 28th day.

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Paused accounts may not be used to borrow physical materials until all materials over 28 days overdue on that account are returned, renewed, or the replacement cost is paid according to *7.4 Lost or Damaged Materials*.

While the District will endeavor to notify customers of materials in overdue status, such notification is a courtesy. The timely return of District materials is the sole responsibility of the customer.

~~No single customer shall pay in excess of the maximum fee associated with each item listed or the cost of the item plus a $5.00 processing fee, whichever is less.~~

~~The District reserves the right to charge a fee for checks that are returned for insufficient funds used to pay Library card charges.~~

7.3 Hold Requests

Hold requests may be placed on eligible circulating materials. This service is available to District cardholders only. Requested items may only be borrowed on the Library card that initiated the request.

When more than one hold request has been placed for the same item, they will be fulfilled in the order in which they were received. Specific hold dates will not be honored.

Items will be held for pickup for six days after the request is fulfilled. If not picked up during that time, the items will be returned to circulation.

7.4 Lost or Damaged Materials

Customers are financially responsible for the loss of or damage to Library materials they borrow, including containers and other constituent parts.

Materials over 28 days overdue will be considered lost and charged accordingly.

The current replacement cost plus a non-refundable $5.00 processing fee will be charged for lost materials or materials too badly damaged to be circulated further. ~~This charge is in lieu of extended use charges.~~ For items with damaged containers or missing constituent parts, customers will be charged the cost of those containers or parts. Customer-supplied replacement materials, containers, or parts will not be accepted by the District.

~~Materials over twenty-eight days overdue will be considered lost and charged accordingly.~~
Lost material charges on library card accounts will be reversed upon return of the lost material to the District or payment of the replacement cost.

Replacement costs paid by customers will be refunded for lost materials if the materials are returned in good condition within ~~six months~~90 days of when the materials were declared lost. Materials returned after the above ~~six month~~90 day period are not eligible for a refund. Refunds will be administered by mail within 60~~sixty~~ days of an accepted return.

The District reserves the right to charge a fee for checks that are returned for insufficient funds used to pay Library card charges.

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The District reserves the right to pursue action to secure the return of materials or payment for their replacement including but not limited to engaging collection agencies,

pursuing criminal charges, and pursuing civil litigation. In the event these actions are taken, the cardholder will be held liable for the current replacement cost, processing fees, legal fees, collection agency fees, and any other related charges.