

FERTILE PUBLIC LIBRARY
Circulation Policy
2019

Persons holding a current Fertile Public Library card, or a card from another library, must be in good standing to check-out library materials.

Books, books on CD: 3 weeks with 3 weeks renewal.

DVDs: 1 week with 1 week renewal. There will be a limit of 5 DVDs per household.

Magazines: 1 week with 1 week renewal

Materials may be renewed one time in person, over the telephone, or online unless the material is reserved for another person.

There is no general limit to the number of materials that can be checked out.

Valid proof of identification is required for an adult card. Valid proof of identification is considered to be an officially issued ID such as a driver's license or work ID.

Patrons must present their library card in order to check-out library materials. Borrowers are responsible for any items checked out on their card.

Children are eligible for cards from birth. A parent or guardian must sign the registration card for children under the age of 18. Parents / guardians will be responsible for returning materials.

Replacement cards will be obtained free of charge.

Holds are taken on titles which are owned or on order. Holds are made only on the specific request of a patron. Items on hold will be kept for 7 working days.

The Fertile Library will provide, upon request, delivery of materials to homebound persons.

The Fertile Library participates in the Interlibrary Loan & Open Access programs sponsored by the State Library of Iowa. Items borrowed through Interlibrary Loan will be held for seven (7) working days for the patron to pick up. There will be a \$2.00 fee to offset postage.