

Wabash Carnegie Public Library's Interlibrary Loan Policy:

Interlibrary Loan (ILL) is a service made possible through Indiana SHARE, a statewide network that serves academic, public, school, and special libraries, and is provided to all WCPL cardholders. ILL makes available materials that are not held by WCPL. Patrons can request a reasonable amount of ILL requests per month. Each request will count towards the limit a patron has of a particular material. If a patron requests a book it will count towards the 75-book limit per patron, and if it is a DVD it will count towards the 5 DVD limit, etc. Once a patron makes a request WCPL will place the request. If the material cannot be located then the patron will be notified of the cancelled request. Upon the requests arrival the patron will be notified that their item is ready for pickup. Patrons must return all ILL items by the due date that is set by the lending library. Interlibrary Loans cannot be renewed. There is no charge for this service, but overdue fines are charged at the rate of \$1.00 per day. The replacement cost of any unreturned or damaged ILL item will be charged to the patron's account. Also, WCPL loans out Interlibrary Loans to other libraries.

Approved by Board of Trustees on 12/21/21