

BRIGHAM CITY LIBRARY

INTERLIBRARY LOAN (ILL) POLICY

- A.** Patrons in good standing may request ILL materials.
- B.** The Library will pay for library-rate return postage on ILL requests with the exception of book club sets. ILL borrowers will be charged for extra ILL expenses such as insurance, additional postage, photocopy fees, and any other mandatory charges from other libraries.
- C.** Local overdue fees for ILL items will begin accruing after the due date set by the Brigham City Library.
- D.** ILL borrowers will be billed for lost, stolen, damaged, or missing ILL materials. The amount of the bill will be the amount Brigham City Library is billed by the lending library, plus any overdue charges incurred.
- E.** The number of ILL requests permitted each patron will be limited to two at a time.
- F.** The Brigham City Library may revoke the ILL privileges of any patron based on negligence or non-adherence to circulation or interlibrary policies and procedures.

Revised by the Brigham City Library Board March 17, 2009.

Revision approved by the Brigham City Library Board April 21, 2009.

Revised and approved by the Brigham City Library Board June 18, 2019.

Revised and approved by the Brigham City Library Board June 21, 2022.