



SECTION 3: SERVICES OF THE LIBRARY

POLICY 3.1: LOANS OF LIBRARY MATERIALS

Passed:

Amended: April 25, 2018

The Library provides a collection of materials which may be borrowed by Prince George Public Library members. Materials may be borrowed and returned to either of the Library's branches.

- 3.1.1 Loan periods and renewal options are set to provide reasonable and equal access to Library materials and ensure the return of materials. See [Section 2 – Library Membership](#). Loan periods may vary depending on the type of materials loaned.
- 3.1.2 It is the member's responsibility to return Library materials on or before the due date.
- 3.1.3 Some materials are designated as non-circulating.
- 3.1.4 The Library reserves the right to set borrowing, renewing, and other limits on specific patron and material types.
- 3.1.5 Materials in the collection which are not immediately available for loan may be reserved by Library members. These items may be available on their return from loan, or may be obtained on Inter-Library loan from other libraries, or may be purchased by the Library in response to a member's request. The members will be informed when the requested material becomes available. The Library will make the decision regarding the method used.