## Eldon Public Library Policy and Procedure

## **Interlibrary Loans**

The Eldon Public Library strives to provide the books and materials wanted by the community, but because of limited space and resources, this is not always possible.

If the library does not have an item (book, audiobook, dvd, magazine) and the patron has no late fees or overdue materials, the item can be requested through SILO (State of Iowa Libraries Online) for an Interlibrary Loan. If the patron is new to the library, there is a 3 month waiting period to be able to make a request.

Patrons will be limited to 3 items requested at one time. When those items are returned by the patron, more items can be requested.

The loan period is set by the lending library. An item will be checked out for 3 weeks through the Eldon Public Library. If a renewal is needed, the lending library will be contacted to see if it is allowed.

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