



Carbon County Library System

Circulation Policy

In order to share resources equitably, the following rules apply

Total Checkouts

Each Resident Card Customer may have up to 50 items on his/her card at one time.

A maximum of 10 DVDs, and 10 CDs may be on a card at one time.

Item Loan Periods

ITEM	LOAN PERIOD
Hot Picks (Selected new material)	7 days
Books- all categories (includes Audiobooks and Playaway devices)	21 days
DVDs, Video Games, CD Music	7 days
Board Games	21 days
Kits	21 days
Inter-Library Loan Materials	Varies
Equipment	Varies

Renewals

An item may be renewed up to 3 times, either by phone, email, or in person up to three times if no other customer has placed a hold on that item. Any branch of the Carbon County Library System can renew items for any patron, regardless of where the item was checked out.

Overdue Fines

Failure to return materials will result in the loss of borrowing privileges until the materials are returned.

Damaged and Lost Materials

Patrons are responsible for all costs of damaged and/or lost materials. A new copy of the item (must be the same version as the original ie: a hardcover book may not be replaced with a paperback) may be given to the Carbon County Library System in lieu of replacement cost, though a five dollar processing fee still applies.

After 60 days, overdue items are assumed lost and patrons will be billed for the cost of the item.