

INTERLIBRARY LOAN

Interlibrary loan requests to other libraries are made for Jefferson-Madison Regional Library cardholders. Likewise, the Library lends materials to other libraries upon request, except for: reference works, current best sellers, and items restricted to local use. The policies and procedures established for interlibrary loan through the Jefferson-Madison Regional Library follow the Virginia Interlibrary Loan Code of 1989 and Guidelines. If the item is unavailable in Virginia, loan requests from out-of-state libraries will then conform to the American Library Association's "National Interlibrary Loan Code, 2001."

The Library offers free interlibrary loan services. A patron may request up to three items at any given time. When requests can be filled only by libraries that charge a lending fee, the patron is required to approve and pay the fee up to a maximum cost specified by the lending institution, prior to the sending of the request.

If any interlibrary loan material is damaged or lost while being used by a Library patron, the patron will pay whatever damage or replacement costs are specified by the lending library.