



InterLibrary Loan Policy

The Wilmington Public Library (WPLD) offers its patrons interlibrary loan (ILL) service for the purpose of providing them with library materials that are not owned locally, but which may be available through other libraries in the Prairie Area Library System (PALS) or from other libraries in the state and nation.

ILL is a service that is available to WPLD library cardholders in good standing. Reciprocal borrowers, who have cards from other PALS libraries, are encouraged to obtain ILL services through their home libraries. WPLD will extend this service upon request.

Charges incurred in the process of borrowing the materials (postage, fees, etc.) may be passed on to the borrower, who will be notified of such fees before the transaction is completed. Charges for lost or damaged materials are the borrower's responsibility.

Conditions of loan (loan period, in-library use, etc.) are set by the lending library. In some instances renewals may be possible; renewals should be requested of WPLD staff prior to the material's due date. Interlibrary loans borrowed through WPLD *must* be returned only to WPLD. They may not be dropped off at another library for return to either WPLD or the library originating the loan.

WPLD reciprocates by loaning materials to the patrons of other libraries when requested. All materials in the WPLD collection are available for ILL except specified non-circulating reference materials, special collections for the schools, items specified in the Equipment policy and unique items of local history.

Adopted this day	05/17/96
Amended	02/16/98, 07/16/01, 04/21/03, 03/21/05, 11/21/05, 11/19/07
Reviewed	03/15/10