

## **CIRCULATION - INTERLIBRARY LOAN**

When patrons want material that is not available within the Belleville Public Library, we ask other agencies to provide it. This is the process of interlibrary loan. Materials borrowed through interlibrary loan will be governed by the rules of the Belleville Public Library not by the lending library. We are happy to borrow materials from other libraries for you, but we ask that you respect the date by which those materials must be returned to their home libraries. When the Belleville Public Library is lax in returning materials borrowed through interlibrary loan, the library can lose the privilege of borrowing materials in that way for any of its patrons. It is crucial, therefore, that materials borrowed through interlibrary loan be returned in a timely manner. Habitual failure to do so may result in individual loss of the privilege in order to preserve the privilege for other library patrons.

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