

Nampa Public Library
Interlibrary Loan

Approved by the Board of Trustees 2.12.2020
Approved by the Board of Trustees 2.09.2015

When requested materials are unavailable through Nampa Public Library or its Lynx! Consortium partners, the Library may provide Interlibrary Loan (ILL) service free of charge to Nampa patrons. The Library covers the cost of postage (average \$3.00 per item) and handling of requested materials per the following conditions:

Customer Borrowing:

- Patrons are to be in good standing, with no fines.
- Interlibrary Loans are available for Nampa cardholders only.
- Temporary cardholders are ineligible.
- Patrons may have three (3) ILL items at any one time.
 - Items must be returned prior to requesting additional ILLs.
- New materials will not be requested via ILL, (typically published within the past year.)
- Borrow only from Libraries located within the continental United States.
- If Lending Library charges a fee, Borrower will be notified prior to ordering item. Any fees will be paid prior to checking out the loaned item.
- Copy requests will be forwarded to Borrower digitally. Any fees will be paid directly to Lending Library.
- Unclaimed ILLs will result in a handling fee of \$5.00 per item, to cover postage and handling costs.
- Overdue ILL materials are fined \$.50 a day per item with no grace period.
- Length of checkout and renewal of ILL materials is determined by Lending Library.
- Request to renew an ILL must be made in advance of the due date, to give the Lending Library time to respond.
- Restrictions attached to materials lent by other libraries, such as "Library use only," or short loan period, will be honored.
- Borrower is responsible for lost or damaged items.
- Materials unavailable for ILL include: videogames, kits, reference, microfilm, eBooks and eAudiobooks and new items in the catalog for less than one (1) year.

Lending to libraries outside the Lynx! Consortium:

- Lend within the continental United States only.
- Materials unavailable for lending include: videogames, kits, reference, microfilm, Nampa History Collection, eBooks and eAudiobooks, new items in the catalog for less than one (1) year. Also, items with Lynx! Consortium hold requests may not be available.
- Materials may not be available for lending depending on condition or shipping concerns.