

QUINCY PUBLIC LIBRARY RECIPROCAL BORROWER POLICY

Reciprocal borrowing is defined as an arrangement which allows a person holding a valid resident card from another Illinois library to borrow materials directly from the Quincy Public Library.

Because reciprocal borrowers do not pay property taxes to directly support the Quincy Public Library and the associated costs of providing library service to this community, reciprocal borrowing will be provided under the following conditions:

- (1) Reciprocal borrowers presenting a valid resident library card from another Illinois library will be required to complete a short registration form in order to add their patron record to the library database.
- (2) Interlibrary loan needs should be requested through the reciprocal borrower's home library.
- (3) Electronic books and databases will not be provided to reciprocal borrowers.
- (4) Reciprocal borrowers are responsible for the safe return of items borrowed from the Quincy Public Library. Fines will accrue on reciprocally borrowed material until the item(s) are returned to the Library.
- (5) Notices for lost or damaged material will be issued directly to the borrowing patron by the Quincy Public Library. Charges will be based on replacement cost of the item.

Library patrons are responsible for all materials borrowed on a public library card, whether that card is issued to a resident or a reciprocal borrower. Lending libraries are responsible for absorbing the costs for non-returned, unrecoverable materials borrowed by reciprocal borrowers.

Adopted July 8, 1997
Revised March 10, 1998
Revised April 13, 2004
Revised May 14, 2013
Quincy Public Library
Board of Trustees