

## **Borrower Privileges**

The Auburn Public Library extends free borrowing privileges to anyone who:

- lives, owns, or rents property in the City of Auburn, or
- is employed in Auburn\*, or
- attends a SACS-accredited educational institution, kindergarten through college, in Auburn, or
- is eligible for membership through the Horseshoe Bend Regional Library.

Any dependent or minor child whose parent or legal guardian is eligible for free borrowing privileges shall be granted the same status.

Parents or legal guardians of minor children may place circulation limitations on a minor child's card by indicating they wish to do so at registration or by speaking with a staff member at any point they wish to do so while the dependent or minor child is under the age of 18. Circulation of adult materials to minors requires parental approval.

Individuals not meeting the above criteria may get a card by paying a non-refundable fee of \$25 per person, per year. All applicants must provide valid identification.

Any applicant under eighteen (18) years of age must have a parent or legal guardian present to show valid identification.

\*Being employed in Auburn is defined as: (1) being employed by an Auburn business which possesses a current City of Auburn business license, (2) being self-employed and possessing a current City of Auburn business license, or (3) being employed by a government entity whose office or school is located within the Auburn city limits.

## **Item Checkout Limits**

A borrower may check out a total of (75) items concurrently from the in-house collection of print books, audiobooks, and videos. Within this overall limit, certain material types have further limitations, as indicated below:

| <u>Type of Material</u>   | <u>Checkout Limit</u>                   |
|---|---|
| Books<br>(hardcover, paperback, large print, board, etc.)                       | 75 items per card                       |
| Audiovisual and Mixed Material Types<br>(Blu-ray discs, audiobooks, DVDs, etc.) | 10 items of each material type per card |
| Print Magazines   | 5 issues per card                       |
| Digital Resources<br>(eBooks and eAudiobooks)                                   | 5 titles per card                       |
| Board Games   | 1 item per card                         |

## **Loan Period Limits**

| <u>Type of Material</u>                                  | <u>Loan Period</u> |
|--|--------------------|
| All Circulating Items                                    | 2 weeks (14 days)  |
| Print Reference<br>(newspapers, investment guides, etc.) | In-house use only  |

## **Renewals**

Any circulating item may be renewed up to three (3) times, provided that the item has not been placed on hold at the request of another patron. Circulating items may be eligible for additional renewals at the discretion of the library staff.

## **Holds**

The Library will place circulating items on hold at the request of a library patron.