**Amargosa Valley Public Library Checkout Policy**

In keeping with our mission to serve the informational, educational, cultural, and recreational needs of the community, as well as books, the library has invested in various forms of technology for use by library customers. New technologies are often very expensive, and the library has a duty to the community to protect the investments made with the community's tax dollars. It is for this reason that the Board of Trustees develops policies to regulate the use of library resources.

**To borrow library materials to take out of the library, you need to have your own valid library card from the Amargosa Valley Community Library.** Anyone at least 5 years old may get a library card by filling out an application form. Children under age 18 must have the signature of a parent or guardian on his/her application for a library card.

**LOAN PERIODS:**

 **Books (12) 3 weeks**

 **magazines (5) 1 week**

 **DVDs (5) 1 week**

 **Audiobooks (5) 3 weeks**

 **Hotspots (1) 3 weeks Laptops (1) 3 weeks or school year**

 **3D Pens (1 kit) 3 weeks**

 **OverDrive Electronic Materials limit the number of checkouts to 10 items**

 **Electronic books 3 weeks**

 **Electronic Magazines 3 weeks**

 **Electronic audiobooks 3 weeks**

 **Electronic Videos 3 weeks**

**RENEWALS**

Customers may renew library materials in person, or by telephone. A renewal period is the same as an original checkout period. Customers may renew once, for a total of 2 checkout periods (1 original, plus 1 renewal.) Materials more than 1 week overdue may not be renewed.

FINES:

 **Print materials $0.10 per day**

 **Non-print materials $0.50 per day**

Lost or damaged materials must be paid for before you may borrow any more materials from the library.

An electronic device user agreement must be on file in the library before a hotspot or laptop can be checked out. The user must have a valid library card in good standing and must be at least 18 years of age.

The above GENERAL USE POLICY was adopted by the Amargosa Valley Library District Board of Trustees on: November 8, 2005