SCHEDULE C – LOAN PERIODS FOR LIBRARY RESOURCES

Loan periods for all circulating resources are as follows:

- **Print Item:** **Standard Loan: 21 days** **Renewal limit: 2**
  Includes : hardcover, paperback, large print, non-reference atlases, picture books, combined item kits, graphic novels, etc.

- **Audio Book Items** **Standard Loan: 21 days** **Renewal limit: 2**
  Includes : MP3 and CD audio books, Play-Away audiobooks, etc.

- **E-Downloads** **Standard Loan: 14 days** **Renewal limit: 0**
  Includes : OverDrive items such as eBooks, eAudio-Book downloads)

- **Magazines** **Standard Loan: 7 days** **Renewal limit: 2**

- **Music CDs** **Standard Loan: 7 days** **Renewal limit: 2**

- **AV Items (1-2 Disc)** **Standard Loan: 7 days** **Renewal limit: 2**
  Includes : DVD, BluRay single or double-disc items

- **AV Items (Multi-Disc)** **Standard Loan: 14 days** **Renewal limit: 2**
  Includes : DVD, BluRay multiple disc sets (>3 disc)

- **Reference / Special Items** **Standard Loan: 0 days** **Renewal limit: 0**
  Includes : newspapers, manuals, annuals, encyclopedias, atlases, oversize books, items that are of significant monetary or historic value or are otherwise irreplaceable

1. Special Services Cardholders may be allowed Extended Loan periods (double the Standard Loan period), but Standard Renewal limits still apply.
2. Extensions to Standard Renewal limits will be at the discretion of the Library Director or Library Operations Administrator.
3. A maximum limit of 10 DVD and/or BluRay items may be borrowed at any one time on any one card.