

POLICY MANUAL

Fallon County Library Baker MT

Circulation Policy

1. Print books have a checkout period of 28 days, with one renewal.
2. Audio books have a checkout period of 28 days, with one renewal.
3. DVD's have a checkout period of 28 days, with one renewal.
4. Magazines have a 28 day checkout period, with one renewal.
5. Newspapers do not circulate.
6. Baker High School yearbooks do not circulate.
7. Foundation Center print editions do not circulate.
8. Montana Section books so designated do not circulate.

All patrons are restricted to a maximum of fifteen (15) checkouts and five (5) holds at any one time. A patron may only check out materials under his or her own name.

Reviewed/Approved: 04/12/2016