

RENEWALS

Policy Statement

Bucks County public libraries allow users to renew library materials as a courtesy to those who have not completed their use of an item. Limits on renewals exist so that all users can have an equitable opportunity to use the library's materials.

Regulations

Library materials which do not have reserves on them can be renewed according to the following chart.

	Loan Period	Renewals Allowed
Books	21 days	2
New books	14 days	1
Rental books	7 days	1
Paperbacks	21 days	2
Spoken books	21 days	2
Video recordings and games	7 days	1
Music recordings	21 days	2
Magazines	21 days	1

Library material can be renewed in person at the library, by phone call made during library business hours, or online through My Account at [HYPERLINK "http://www.buckslib.org" www.buckslib.org](http://www.buckslib.org).

To renew online, a user must have a valid library card and PIN and have overdue fines and fees totaling less than \$5.00.

Users renewing by phone must speak to a library staff member and may not leave a message.

Library materials do not need to be present to be renewed at the circulation desk of the library.

At their discretion, designated staff may override these limits for items belonging to their library.

Adopted by the Board of Directors January 20, 2009