



GREENVILLE (SC) COUNTY LIBRARY SYSTEM INTERLIBRARY LOAN POLICY

Through its Interlibrary Loan (ILL) Service, the Greenville County Library System ('Library') expands its capabilities to champion literacy, inspire learning and foster community connections by providing access to materials and information not available in the Library's collections and electronic resources.

BORROWING MATERIALS FROM OTHER LIBRARIES

Interlibrary Loan service is available to Library cardholders with full borrowing privileges in good standing. Library cardholders with limited borrowing privileges (Temporary, Unverified or Reciprocal) do not have access to ILL Service. Limits on the number and type of items that may be requested through Interlibrary Loan shall be established at the discretion of the Executive Director.

All requests for materials and information not available in the Library's collections and resources are evaluated to determine the most effective and efficient way for Library staff to respond to those requests while operating within the constraints of library funding and U.S. copyright law.

The guidelines for Interlibrary Loan service are set by the conditions provided in this policy, the *Interlibrary Loan Code of the United States*, the guidelines established by electronic services to which the Library subscribes, and the policies of individual lending libraries.

Charges to Library cardholders for Interlibrary Loan service are made in accordance with the Library's *Fines/Fees Policy*.

LENDING MATERIALS TO OTHER LIBRARIES

Circulating materials and photocopies of non-circulating materials in the Library's collection are made available for loan to other libraries for their cardholders. Any charges to the borrowing libraries for this service are made in accordance with the Library's *Fines/Fees Policy*.