

Beaverton City Library Interlibrary Loan Policy

Reviewed and Readopted by the Library Advisory Board February 10, 2016

Overview

The free exchange of materials between local and national libraries is essential to free access to information for library patrons.

Interlibrary loan (ILL) is a service through which patrons can request materials not owned by libraries in Washington County, but may be available from other libraries. It should not be seen as a replacement of resources and collection development but as a way of providing materials when local resources cannot meet those needs. As a responsible borrower and lender, the Beaverton City Library cooperates with the [Interlibrary Loan Code for Oregon Libraries](#) and the standards set for Interlibrary Loan by the Washington County Library System.

Policy

Interlibrary loan service is available to most Washington County Library cardholders in good standing. Some patrons with a limited library account type may not be eligible. There is a limit of five (5) ILL requests at a time per patron. The library will not process ILL requests for patrons with overdue ILL materials, lost items or who owe fines of \$10.00 or more.

Any ILL charges from the owning library will be passed along to the requesting patron. The requesting patron will be notified of any charges in advance in order to decide to proceed with the request. Items owned by other Washington County libraries will not be borrowed through ILL service, but will be reserved through the WCCLS daily courier service. It may be determined that an item requested through ILL would be a valuable purchase for the Beaverton City Library. In the event of purchase, the item will be placed on reserve for the requesting patron.

For more details about the ILL process, please see Washington County Cooperative Library Services Interlibrary Loan Services <http://www.wccls.org/interlibrary-loan>