

WAUKESHA PUBLIC LIBRARY

POLICY: **LOAN PERIODS AND LIMITS**

Approved by Library Board: 12/08/11

Effective 1/1/12

Number: C-3

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LOAN PERIODS

21 days for all items except as listed below

7 days for Rental Collection and videocassettes/DVDs

Up to 90 days for Book Group Kits, with specific date to be chosen by customer

LOAN LIMITS (per card)

Total items on card 75

Consisting of any combination of the following*

Books 75

Magazines 15

Pamphlets 15

Compact Discs

 Adult music 10

 Adult CD Books 10

 All children's 5

Videos/DVDs 5

CD-ROMs 5

Book Group Kit 2

Toys 1

Playaways 2

Children's Holiday Books Vary according to the number of books available per holiday

eReader 1

- * Limits for individual item types may not be exceeded in the total of 75 items per card, for example, a card may have a total of 75 items checked out to it but no more than 15 of those items can be magazines or pamphlets, etc.