1. ***BORROWING POLICY***
	1. *RESIDENTS OR PROPERTY OWNERS WITHIN WYSOX TOWNSHIP*
		1. Residents or property owners within the boundaries of Wysox Township are eligible for a library card with full borrowing privileges, including reciprocal borrowing, without a fee.
		2. Non-residents who are property owners within Wysox Township must present a tax bill showing they pay property taxes to Wysox Township to receive a card without paying a fee.
	2. *NON-RESIDENTS*
		1. Non-residents may acquire privileges upon payment of a non-resident fee which is $50 per year, per household. This fee entitles a non-resident and any member of his or her household to one year of library privileges and must be renewed each year. The amount of this fee is subject to change.
		2. Non-residents who request a non-resident card must live within the Chadwick-Milledgeville school district. Others must apply to the library located in the school district in which they reside.
	3. *BORROWER’S CARDS*
		1. Library cards may be applied for by residents of Wysox Township who are at least three years of age.
		2. The signature of a parent/guardian is required for all persons under 18 who are applying for a borrower’s card.
		3. The individual who signed the registration card is responsible for any materials borrowed on that card.
		4. All applicants must present a form of identity and proof of residency. In the case of minors, a parent or guardian supplies proof of residency.
		5. It is the responsibility of the patron to notify the library of any change in address or phone number occurs.
	4. *LENDING POLICIES*
		1. All materials have a lending period of three weeks.
		2. Overdue fines for all items are $0.10 per day per item. Fines are charged on those days the library is open.
		3. Only those borrowers in good standing are allowed to check out, renew items, or use the library’s computers.
		4. Renewals are permitted unless the item is being reserved for another patron. Items may be renewed over the phone.
		5. Loan periods and fine amounts may be changed at any time.
	5. *LOST AND DAMAGED ITEMS*
		1. Materials that are lost or damaged by a borrower will be paid for at the current list price. If a current price of an item cannot be found, the borrower will be charged the list price of a similar item.
		2. Replacement material purchased by a patron may be accepted at the discretion of the Director.
	6. *VIOLATION OF RULES*
		1. Violation of the rules and regulations regarding the use of the Library will result in the revocation or suspension of Library privileges.
	7. *INTERLIBRARY LOAN*
		1. Requests for interlibrary loans may be made in person or by phone.
		2. Loan requests will be accepted from holders of a Milledgeville Public Library card, both resident and non-resident.
		3. Due dates are set by the lending library, up to a maximum of four weeks. Requests to renew items borrowed from other libraries may be made by calling the Milledgeville Public Library. Renewals are at the discretion of the lending library and cannot be guaranteed. In all cases, items may be renewed only once.
		4. Borrowers may not repeatedly request an item, or have another family member request it for them, in an effort to circumvent the standard loan period plus renewal. There will be a two week wait between the time a borrower returns an interlibrary loan item and the time the borrower or any family member can request the same item again.
		5. The purpose of interlibrary loan is not to provide continuous availability of a textbook for school use. The use of interlibrary loan to acquire textbooks will be limited to one request per borrower for the same item title, every three months. No renewals will be allowed.
		6. Any lost or damaged claims by the lending library will be paid by the borrower.
	8. *RECIPROCAL BORROWING*
		1. A library borrower with a valid library card may check out books from other libraries belonging to the Reaching Across Libraries System (RAILS). Reciprocal borrowing privileges are subject to the policies of the lending library. A patron may return materials borrowed from other libraries to the Milledgeville Public Library but the patrons to whom the materials are checked out are responsible for the materials until they are received by the lending library.
		2. The Library will also lend materials in all formats to any patron with a valid library card from any RAILS library. The valid library card must be presented at the time of borrowing. Any materials checked out of the Milledgeville Public Library are subject to the rules and regulations of the Library. A borrower may return materials borrowed from the Library to other RAILS libraries but the patron to whom the materials are checked out is responsible for the materials until they are received by Milledgeville Public Library.