

# WAUKESHA PUBLIC LIBRARY

## POLICY: **LOAN PERIODS AND LIMITS**

Approved by Library Board: 4/14/16

Number: C-3

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### LOAN PERIODS

21 days for all items except as listed below

3 hours for laptops

7 days for Rental Collection, DVDs, and WiFi Hotspots

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

### LOAN LIMITS (per card)

Total items on card 125  
Consisting of any combination of the following\*

Books	125
Magazines	20
Pamphlets	20
Compact Discs	
Adult music	20
Adult CD Books	20
Children's music	20
Children's CD Books	20
DVDs	20
Book Group Kit	2
Toys	1
Playaways	10
Laptop	1
WiFi Hotspots	1

- \* Limits for individual item types may not be exceeded in the total of 125 items per card, for example, a card may have a total of 125 items checked out to it but no more than 20 of those items can be magazines or pamphlets, etc.