

APPENDIX 2A—Certain Rules and Restrictions on the Use of Services and Facilities

Individuals who are library cardholders in good standing at public libraries participating in the Illinois statewide reciprocal borrowing program may check out materials from the Palatine Public Library District, subject to the same rules and limitations as Palatine Public Library District cardholders. Additional restrictions on materials are listed in Appendix 2C.

Staff may impose additional limits based upon information regarding school assignments. Staff will evaluate and will impose such limits based upon the number of students to be served, the impact on other members' access to the portion of the collection affected, and other relevant factors.

Only District cardholders with valid cards, or those holding valid library cards from other CCS (Cooperative Computer Services) consortium libraries, may place hold requests on library materials. Only District cardholders with valid cards may receive interlibrary loan service. A valid card is defined as one that is not expired and has less than \$10.00 in outstanding fines and fees.

Because of popular demand, registration for some programs, including the Summer and Winter Reading Programs, are limited to District cardholders with valid cards.

Computers and maker equipment may be limited by cardholder type. See Appendix 10A for details.

Additional rules and restrictions on the use of services and facilities by individuals who are not District cardholders may be established by staff, subject to the approval of the Executive Director.

(Appendix referenced in Policies 2, 3, and 8. Approved by PPLD Board of Trustees 10-11-06, Last Revised 6-21-22, Effective 7-1-22)