

SCHEDULE B

Lac La Biche County Library Board will make available for loan a wide variety of materials, with the noted exceptions, to library members in good standing. These lending guidelines will apply to the library service points in the Hamlets of Lac La Biche and Plamondon.

Lending Guidelines

Materials normally lent include books (in a number of formats), periodicals, audio-visual materials (VHS, DVDs, Blu-Ray, and other emerging formats) and other library materials.

Loan periods:

Books	3 weeks with standard renewals
Periodicals	3 weeks with no renewal
DVDs and Blue Rays	1 week with standard renewals
Inter and intra-library loans	3 weeks with standard renewals or in accordance with requirements of the owning library.

Loan periods for Educators Cards

Books	6 weeks with no renewals
Periodicals	6 weeks with no renewals
DVDs and Blue Rays	3 weeks with no renewals
Inter and intra-library loans	3 weeks with standard renewals or in accordance with requirements of the owning library with the possibility of arrangements for 6 weeks with no renewals

Exceptions to materials normally lent:

- Material specified as "Reference"
- Newspapers (hard Copy) – local and provincial
- Local histories and other "irreplaceable materials".

