



Check It Out with The Library Network Reciprocal Borrowing Program Policies

All participating libraries agree to the following:

- Participating libraries will provide check out of physical materials (at a minimum books), and access to all unrestricted materials, to anyone with an active library card issued from another participating library, ***subject to the policies of the library.***
- Participating libraries are encouraged to define as few local limitations as possible for this program, but all borrowing is ***subject to the policies set by the local library.***
- Participating libraries will provide **access to all unrestricted services and programs** to anyone with an active library card from a participating library.
- Participating libraries will alert TLN to any divergence from this policy which a library board may approve **that somehow greatly restricts some borrowing.**
- Participating libraries will alert TLN to any alleged or witnessed misuse of this program which needs to be addressed. TLN encourages libraries to openly participate. TLN may be contacted for compensation to replace any lost or damaged materials as needed, after all other local procedures for recovery of lost materials are exhausted.

A copy of this policy should be placed at all participating check out desks so that circulation workers are aware of the policy and know to honor cards from other participating libraries.

- A list of participating libraries can be found online at: [TLN.org/checkitout](https://www.tln.org/checkitout)
- In the context of operating as a cooperative library, circulation workers may attempt to contact a patron's card-issuing library to verify if a library card is active, if needed. A patron's card-issuing library, however, is not obligated or instructed to release any information about the patron's account.