

Circulation Information

***ADULT/TEEN LIBRARY:** A registered adult borrower from the Greentown Public Library or those persons possessing an Evergreen Indiana or PLAC card, are permitted to borrow as many items as needed, excluding videos/DVD's, for which that borrower will accept responsibility.

***CHILDREN'S LIBRARY:** At the Children's Library, a child unaccompanied by a parent, (Kindergarten-3rd grade) may check out three items. A child in grades 4th - 6th may check out any number of items.

***BOOKS:** Books may be checked out for three weeks and may be renewed once.

***eBOOKS:** Available through OverDrive. Checkout for 7 or 14 days. No assessed fines.

***DVD'S/VIDEOS:** A maximum of ten titles may be borrowed per household at any one time for a loan period of 7 days.

***MUSIC CD'S:** A maximum of five music CD's may be borrowed at any one time for a loan period of 14 days.

***AUDIO MATERIALS:** May be checked out for three weeks and may be renewed once.

***MAGAZINES:** Back issues of magazines may be checked out for a loan period of two weeks.

***RESERVES:** All items may be reserved with the exception of visual materials. The requestor will be placed in a queue and will be notified by phone or by email when that item becomes available.

Assessed fines for all items are **\$.25 per day with a maximum fine of **\$10.00 per item.****