

Lending Policy

The following loan periods apply to Shorewood-owned materials. Materials from other Milwaukee County libraries are subject to the owning library's lending policy.

| Item | Loan Period | Renewal |
|---|------------------|---------|
| Books, except those falling into below categories | 3 weeks | 2 |
| Lucky Day Fiction (up to 500 pages) | 14 days | 0 |
| Lucky Day Non-Fiction and Lucky Day Fiction 501+ pages | 3 weeks | 0 |
| New Adult Fiction, Mystery, Romance and Science Fiction (up to 500 pages) | 14 days | 2 |
| DVDs | 7 days | 2 |
| Music CDs | 3 weeks | 2 |
| Audiobook material including CDs, Playaways, Wonderbooks and kits | 3 weeks | 2 |
| Magazines | 7 days | 2 |
| Laptops (in-library use only) | 3 hours | 0 |
| Mobile HotSpots & Radon detectors | 3 weeks | 0 |
| Museum passes | 3 days | 0 |
| Newspapers | Do not circulate | |
| Reference items | Do not circulate | |

- Renewals are permitted for items which do not have a high holds ratio (defined as number of holds exceeding number of available copies).
- A renewal is equal to the length of an item's prescribed loan period.
- All Shorewood-owned materials have a three-day grace period, excluding laptops for in-library use only
- Patrons may borrow Shorewood-owned adult books and audiobooks for a six week period if requested at the time of check-out. For these items, renewals are equal to three weeks. New and Lucky Day materials are excluded from this practice.
- Items received through Inter-Library Services for interlibrary loan are due on the date indicated by the lending library.

Adopted by Library Board on June 4, 1999

Last Revised March 9, 2022