



Interlibrary Loan Policy (ILL)

Interlibrary Loan (ILL) is used to obtain from other libraries those materials that are not owned by Lafourche Parish Public Library.

1. Interlibrary loan services shall be offered to Library patrons who have valid library cards in good standing and have registered for the service. Please see your home branch for more information.
2. This is a free service provided to Lafourche Parish Public Library patrons by the State Library of Louisiana in Baton Rouge, La.
3. Any materials lost or destroyed by the patron shall be charged to the patron's account at the price charged by the loaning library or agency. A patron's borrowing privileges will be suspended until all charges have been cleared.
4. The Library will make available for interlibrary loan all materials except reference, genealogical and archival materials; magazines, rare books, TV series and Video Games.
 - a. Items must be at least 6 months old before they can be requested
 - b. Electronic books and some non-print items cannot be ordered.
5. Renewal requests may be granted upon availability and must be applied for before the expiration date provided on the ILL item.
6. Patrons will be limited to 5 items/requests at any one time unless the ILL administrator grants permission otherwise.
7. Items will come to patrons with a re-usable book strap. This book strap contains identifying information needed by LPPL. The book strap must remain on the book and be returned with the book in the condition it was sent out in. If the book strap is not returned or is returned damaged a \$2.00 fine will be added to the patron's account for each missing or damaged book strap. Fine(s) must be paid before further ILL books can be borrowed.