**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.**