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- Library staff will attempt to locate and borrow the requested materials. An owning library occasionally imposes a fee for the loan or for the photocopying of an article. If there is an associated charge, the patron will be notified before any material is requested on their behalf. In such cases, the fee would be passed along to the patron making the request. If a patron incurs overdue fines from the owning library or the borrowed material is damaged and a replacement fee is charged, those costs will be the responsibility of the patron. Louttit Library does not charge patrons for the shipping costs associated with interlibrary loans.
- Louttit Library will lend all regularly circulating materials to both OSL and other libraries outside the consortium through I.L.L. Materials not available for lending via I.L.L. include: archival items, special collections, e-readers and other items which are designated "Library Use Only."