

... about your library card

— — — here are some things you should know

Your new library card will be honored

- . at your home library
- . at any of the public libraries in Suburban Library System
(see the list on the reverse of this page)
- . at any of eleven academic libraries in SLS
- . at public libraries in several other systems in Illinois including Chicago Public Library,
if your home library participates in this inter-system agreement (check with your librarian).

You are responsible for all materials borrowed on your card.

- . Do not lend your card to friends and relatives.
- . Do report any loss or damage to materials borrowed on your card so prompt settlement
can be arranged.
- . Do notify the library immediately if your card is lost.
A lost or damaged card can be replaced for a modest service charge.

You can avoid fines and penalties by returning materials promptly to the library from which they
were borrowed on or before their due date.

If you receive an overdue notice and believe it is in error

- . double check to make sure you have returned everything listed on the notice.
- . notify either the library or SLS as soon as possible—the overdue notice will indicate who
sent it.

If you happen to keep materials overdue, be ready to pay fines.

- . The local library will apply its own policy for late return of its own materials.
- . A fine of at least 10¢ per day will be charged for overdue materials returned to a
library other than the one where borrowed.
- . When materials from other SLS member libraries are kept for an extended period
of time, the account will be forwarded to a Credit Bureau by SLS.

If you move, be sure to notify the library of your new address. If you happen to move to another
community, please turn in your present card and re-register at your new library.

Tape cassettes? Framed art prints? 16mm films?

Ask your librarian about these and other SLS services available at your home library and at other
libraries in the area.