

IS THERE A CHARGE FOR LATE OR LOST MATERIALS?

As usual, if you return the material after the due date or lose it, you are responsible for any fines or replacement costs.

HOW DO I ORDER MATERIALS?

See the Reference Librarian to place your orders.

HOW LONG DOES IT TAKE?

That depends! The material will be mailed from the lending library to your library. This usually takes two to three weeks.

WHO PAYS FOR INTERLIBRARY LOAN SERVICE?

Interlibrary Loan Service is funded with your tax dollars.

Robert J. Kleberg Public Library

220 N. 4th Street
Kingsville Texas 78363

Phone: 361-592-6381

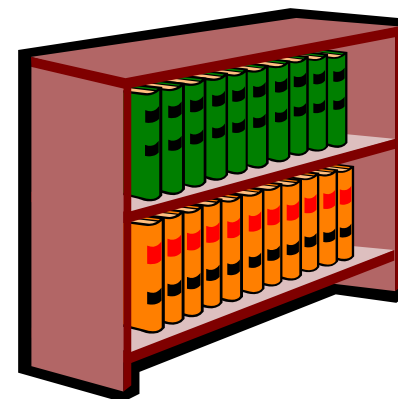
Fax: 361-592-7461

Website: www.kleberglibrary.com

The Robert J. Kleberg Public Library

220 N. 4th Street
Kingsville, TX 78363
www.kleberglibrary.com
(361)-592-6381

INTERLIBRARY LOAN? WHAT'S THAT?



Hours of Operation:
Tuesday - Friday: 8 AM – 6 PM
Saturday: 9 AM – 1 PM

WHAT IS IT?

Interlibrary Loan is your public library borrowing a book or magazine article from another library for you.

WHO CAN USE IT?

Anyone who has a local library card can use Interlibrary Loan. When you pick up the material you requested, you must present your card and your account must be in good standing with the library.

WHEN SHOULD YOU USE IT?

Use Interlibrary Loan when you want a specific book or article that your local library doesn't own. Or, use it to borrow materials on a subject when you want more information than your library can supply.

IS THERE ANYTHING YOU CAN'T BORROW THROUGH INTERLIBRARY LOAN?

BESTSELLERS - because all the other libraries have checked out their copies, too.

HOT TOPICS - sometimes a book may not be a bestseller, but because it has just been made into a movie or TV show, there is a high demand for the book.

PAPERBACKS - because most inexpensive paperbacks aren't cataloged by some libraries and therefore would not be available for loan.

IS THERE A LIMIT ON THE NUMBER OF ITEMS?

Sometimes a library will limit the number of items you can request at one time. For example, you may be limited to three magazine articles for a research paper, or three books on beekeeping.

WHAT ABOUT GENEALOGY RESEARCH?

Interlibrary Loan can't do genealogical research for you. However, we will accept a request for a specific genealogical title and attempt to locate a library that owns it. Most genealogy material isn't checked out to patrons, so it would help if you indicate specific pages or names to be photocopied. Photocopy requests of this nature are usually honored.

WILL I HAVE TO PAY A FEE?

Most of the time, the borrowing library will only charge a nominal postage fee for returning borrowed items. Sometimes, the lending library will charge for photocopies or insurance for high value books. Your librarian may ask you how much you are willing to pay when you make your request.

