TBR/UT UNIVERSAL BORROWERS CARD INITIATIVE
SURVEY OF LENDING POLICIES AT PARTICIPATING TBR/UT LIBRARIES

Name and Address of Library:
University of Tennessee Space Institute
Library
MS 25
411 B. H. Goethert Parkway
Tullahoma, TN 37388-9700
www.utsi.edu/refer/library

Contact for TBR/UT Borrowers Cards:
Name: Brenda Brooks
Email: bbrooks@utsi.edu    Phone: 931-393-7315

Contact for TBR/UT Borrowers Card Billing Process:
Same as Above

Maximum Number of items each user may borrow: 10 per Semester

Maximum Number of renewals allowed per item: 0

Length of Loan:
Books: 21 days    Renewable: Yes
Periodicals: In House Use Only
Other: Technical Reports are non-lending.

Are overdue fines charged? Yes
Fine charged per day: $0.25
Maximum fine charged: $10.00

Overdue notice and billing policy for TBR/UT Borrowers:
2 overdue notices are sent to the patron before billing.
Once an item is 30 days overdue, a bill is sent to the patron for the replacement cost of the item as determined by BIP or other standard source and a processing fee of $15.00 per item, or return of library materials and payment of late charges.

Are other library services available to holders of TBR/UT cards from other schools?
Access to Reserve Collection: No
Access to Interlibrary Loan Service: No
Access to Computer Labs: No
Other: Patron may use the copier for copying periodicals / technical reports.

Any other policy information:
TBR/UT borrowers may use the library during working hours (8:00am to 4:30pm, Monday-Friday). A copy of the borrower’s card will be requested.