

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

**Name and Address of Library:**

Columbia State Community College  
Finney Memorial LRC  
Hwy 412W  
PO Box 1315  
Columbia, TN 38402-1315  
[www.columbiastate.edu/library](http://www.columbiastate.edu/library)

**Contact for TBR/UT Borrowers Cards:**

**Name:** Pam James

**Email:** james@columbiastate.edu

**Phone:** 931-540-2561

**Contact for TBR/UT Borrowers Card Billing Process:**

Same as Above

**Maximum Number of items each user may borrow:** 2

**Maximum Number of renewals allowed per item:** 2

**Length of Loan:**

**Books:** 14 days                      **Renewable?** Yes (no phone renewal)

**Periodicals:** In House Use Only

**Are overdue fines charged?** Yes

**Fine charged per day:** \$0.10

**Maximum fine charged:** \$20.00

**Overdue notice and billing policy for TBR/UT Borrowers:**

2 overdue notices are sent to the patron before billing.

Once an item is 90 days overdue, a bill is sent to the patron for the standard replacement cost per item of \$48.00 and a processing fee of \$5.00 per item.

**Are other library services available to holders of TBR/UT cards from other schools?**

**Access to Reserve Collection:** Yes

**Access to Interlibrary Loan Service:** Yes (Depends)

**Access to Computer Labs:** Yes

**Any other policy information:**

None