

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

**Name and Address of Library:**

Tennessee Technological University  
Library  
PO Box 5066  
Cookeville, TN 38505  
[www2.tntech.edu/library](http://www2.tntech.edu/library)

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

**Name:** Holly Mills  
**Email:** [hcmills@tntech.edu](mailto:hcmills@tntech.edu)                      **Phone:** 931-372-6109

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

Same as Above

**Maximum Number of items each user may borrow:** 10

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

**Length of Loan:**

**Books:** 14 days                      **Renewable?** Yes  
**Periodicals:** In House Use Only

**Are overdue fines charged? Yes**

**Fine charged per day:** \$0.20  
**Maximum fine charged:** \$10.00 per book

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

3 overdue notices are sent to the patron before billing.  
Once an item is 15 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 \$11.00 per item.

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

**Access to Reserve Collection:** Yes for Permanent; No for Course Related  
**Access to Interlibrary Loan Service:** No  
**Access to Computer Labs:** No  
**Other:** Government Publications

**Any other policy information:**

None