

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

**Name and Address of Library:**

University of Memphis  
Ned R. McWherter Library  
Memphis, TN 38152-3250  
[exlibris.memphis.edu](http://exlibris.memphis.edu)

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

**Name:** Stacey J. Smith  
**Address:** Circulation, Room 102K  
**Email:** [sjsmith1@memphis.edu](mailto:sjsmith1@memphis.edu)      **Phone:** 901-678-8201

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

**Name:** Frankie M. Perry  
**Address:** Circulation, Room 102L  
**Email:** [fperry@memphis.edu](mailto:fperry@memphis.edu)      **Phone:** 901-678-4483

**Maximum Number of items each user may borrow:** 35

**Maximum Number of renewals allowed per item:** Unlimited (unless requested or recalled)

**Length of Loan:**

**Books:** 30 days      **Renewable?** Yes  
**Periodicals:** In House Use Only

**Are overdue fines charged?** Yes

**Fine charged per day:** \$0.25  
**Maximum fine charged:** \$7.50

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

3 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 \$10.00 per item. All overdue and billing notices are sent to patrons via email only. Processing fees are non-refundable.

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

**Access to Reserve Collection:** Yes (in house)  
**Access to Interlibrary Loan Service:** No  
**Access to Computer Labs:** No

**Any other policy information:**

None