

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

**Name and Address of Library:**

University of Tennessee at Knoxville  
Hodges Library  
1015 Volunteer Blvd  
Knoxville, TN 37996-1000  
[www.utk.edu/libraries](http://www.utk.edu/libraries)

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

**Name:** Virginia H. Bayne  
**Address:** Circulation Department  
**Email:** [gigi@aztec.lib.utk.edu](mailto:gigi@aztec.lib.utk.edu)                      **Phone:** 865-974-4351 or 974-2317

**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:** 3 phone renewals per item (1 phone renewal for juvenile books); No limit for in person renewals if no holds or recalls

**Length of Loan:**

**Books:** 28 days                      **Renewable?** Yes (if no holds/recalls)  
**Periodicals:** In House Use Only  
**Other:** Juvenile books - 1 week loan; Reserve materials vary (non-circulating, 1 day, 3 day)

**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 40 days overdue, a bill is sent to the patron for the average replacement cost by item type, including a \$20.00 processing fee. For most books, the total replacement cost is \$70.00.

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

**Access to Reserve Collection:** Yes  
**Access to Interlibrary Loan Service:** No  
**Access to Computer Labs:** No

**Any other policy information:**

Borrowers may check out books at Hodges Library, the Music Library, the AgVetMed Library, and the Cartographic Information Center (Map Library).