

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.