

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

**Name and Address of Library:**

Volunteer State Community College  
Library  
1480 Nashville Pike  
Gallatin, TN 37066  
[www2.volstate.edu/library](http://www2.volstate.edu/library)

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

**Name:** Jane Armour  
**Email:** jane.armour@volstate.edu                      **Phone:** 615-452-8600, ext.3406

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

**Name:** Donna Warden  
**Email:** donna.warden@volstate.edu                      **Phone:** 615-452-8600 ext.3407

**Maximum Number of items each user may borrow:** 5

**Maximum Number of renewals allowed per item:** 1

**Length of Loan:**

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

**Are overdue fines charged?** Yes

**Fine charged per day:** \$0.10  
**Maximum fine charged:** \$3.50

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

2 overdue notices are sent to the patron before billing.  
Once an item is 60 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 \$3.50 per item.

**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

**Any other policy information:**

None