

Allenstown Public Library Interlibrary Loan Policy

The purpose of Interlibrary Loan is to obtain materials not available in the Allenstown Public Library. The library affirms that Interlibrary Loan is an adjunct to, not a substitute for, the library's collection. The Allenstown Public Library participates in NH State Library's Interlibrary loan van service to support library users' diverse needs.¹

Use of Interlibrary Loan Service

1. Speak to library staff to request material via Interlibrary loan (ILL). New patrons may only check out one ILL book their first time.
2. To use the Interlibrary loan service, patrons must have accounts in good standing with the Allenstown Public Library. This includes, but is not limited to, having no excessive overdue materials or missing/damaged materials.
3. Patrons are responsible for caring for Interlibrary loan material and returning material to the Allenstown Public Library by the due date. Patrons will be financially responsible for lost or damaged material, with fees and fines set by the lending library.
4. Patrons who abuse the Interlibrary Loan service by repeatedly returning Interlibrary loan material late or damaged will have their Interlibrary Loan borrowing privileges revoked, at the discretion of the Library Director

¹ Revised 8/22/24