

Faculty Borrowing Policies

Your **receipt** shows the **due date & time** for each item

All AFC materials must be **returned & checked-in** at the **AFC service counter** or deposited in the **after hours drop box** located at the **AFC entrance**

DVDs & VHS

LIMIT

LOAN PERIOD

NON-RESERVES

RESERVES

5 items

per person
at one time

7 days*

plus the day
of check-out

6 hours

or **15 min** before
closing time
(whichever comes first;
non-renewable)

* A prior intersecting booking by another borrower will automatically adjust your loan to less than 7 days.

Video items may be renewed at AFC before or on the due date, if not previously requested. Bring in the item to renew.

AUDIO

LIMIT

LOAN PERIOD

NON-RESERVES

RESERVES

5 items

per person
at one time

7 days[†]

plus the day
of check-out

6 hours

or **15 min** before
closing time
(whichever comes first)

[†] Renewable up to three times online via your BobCat library account, except when requested by another borrower.

IMPORTANT:

AFC video cannot be renewed online