

503: Interlibrary Loan

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This policy covers interlibrary loan activity outside of the agreements and policies established by Northbrook Public Library's membership in the CCS consortium.

Interlibrary loan is the process by which a library requests materials from, or supplies materials to, another library. Through interlibrary loan, patrons may request materials from other libraries in Illinois and from other libraries that participate in OCLC or Find More Illinois (FMI). The requested materials are sent to the Northbrook Public Library, where the patron may check the items out (or use them in the library, if so stipulated by the owning library). ILL is a service reserved for Northbrook Public Library cardholders.

The library affirms that interlibrary loan is an adjunct to, not a substitute for, the library's collection. The library exhausts local resources first, including its own collection, the CCS consortium collection, and those of libraries in the Reaching Across Illinois Library System (RAILS), before requesting items from libraries out of the system. The Northbrook Public Library endorses the Illinet Interlibrary Loan Code, the American Library Association Interlibrary Loan Code for the United States, and complies with Copyright Law (17 U.S.C.) and its accompanying guidelines.