

Do Catamount Loans and ILLs cost money? What about postage?

Catamount loans are free. We budget for postage as part of our cost of doing business. Basic ILL is also a free service; you are not required to pay. There are, however, two situations where you might agree to pay some money toward an ILL:



Voluntary postage donations for ILL

Many patrons decide to contribute money for one-way postage. You may do so when you pick up or return your item(s). The library welcomes these donations, but they are not required and do not affect your eligibility to request ILLs.

Occasional fees for out of state loans that are authorized ahead of time

We are able to fill almost all ILL requests for free, however, a small number of out-of-state libraries charge fees for interlibrary loans. This is not a postage donation! It's an actual fee that runs in the \$10-\$20 range. Please circle your upper fee limit on the ILL form. If in doubt, choose \$0. That means "sure, request outside the state, but only if it's free." If you indicate a higher limit and we incur a fee we will pass along the cost to you when we receive the invoice from the lending library.

So, how should I decide if I should circle \$0 or a higher limit for ILL?

If you are likely to be able to buy the item for \$10-\$20 it wouldn't make sense to agree to a fee. If you can't buy it for that amount choose your highest comfortable limit, and remember: we always look for free locations first.

How will I know my item is in?

If your patron record includes an e-mail address, our circulation system will automatically generate an e-mail notice when your item is in. If it does not include an e-mail address, we will call you. We will contact you only once, either by email or by phone.

If you are not sure whether your patron record includes an e-mail address, please



inquire at the circulation desk, or review your account settings by signing in online (see the inside of this pamphlet for instructions).

How long may I keep it? May I renew?

Catamount Loans have the same loan period as the rest of our materials. Please see the card called "Brooks Memorial Library Checkout Rules and Limits" for details on loan periods and renewals.

ILL due dates are determined by the lending library, so they vary. Your due date will be noted on the paper ILL band. **Please leave the band on the item!** Most ILLs can be renewed for two weeks, but patrons cannot renew them through their online accounts. If you need a renewal, please inquire at the circulation or reference desk.

More questions? Please call, email, or visit. We'll be happy to help you!



Brooks Memorial Library

224 Main St., Brattleboro, VT 05301
(802) 254-5290 x109 (Reference)
x107 (Interlibrary Loan)
asklibrarian@brookslibraryvt.org
brookslibraryvt.org

Sharing resources:



Catamount Loans and Interlibrary Loans

While Brooks Memorial Library offers a growing selection of e-books, e-audio, and e-reference materials, we also continue to circulate many thousands of print items every year. These aren't limited to what's on our shelves; we also borrow resources from all over Vermont and beyond. This pamphlet introduces two ways to request materials beyond the Brooks collection.



Brooks Memorial Library

224 Main St., Brattleboro, VT 05301
(802) 254-5290 x109 (Reference)
x107 (Interlibrary Loan)
asklibrarian@brookslibraryvt.org

brookslibraryvt.org

pride of lions Title All libraries

> Advanced search > Authority search > Recent comments > Tag cloud



The Catamount Library Network

This network allows Brooks Memorial Library to borrow and share resources with other Vermont libraries statewide. The libraries joining the network in 2013 and early 2014 include Brooks, Springfield, Waterbury, Rutland, Ludlow, and Bennington. More will follow.

How does it work?

When you search the catalog of materials at Brooks Memorial Library, you can expand your search to include our partner Catamount libraries. Then you can request those items directly from the screen. The items will be sent to us, and you will be notified when they arrive.

What kinds of items are available?

You can borrow most things on the shelves at our partner libraries, with a few exceptions, such as materials on the “new” shelves.

How do I access the network?

The example at the top of the page shows how to choose “All Libraries” when you search the catalog. Or, if you search directly from the search box on the website, it will automatically search all libraries:

BORROW AND DOWNLOAD SEARCH AND LEARN KIDS AND PARENTS

My Account pride of lions Title Search

How do I place a hold when I find something I want at a Catamount library?

If you’re looking at a detailed description of an item, you’ll find the hold request link on the right side of the screen, in a list with some other options. If you’re looking at a title that’s part of a list, you might see the hold option at the bottom.

Place hold Print Add to your cart

Pride of lions
by Llywelyn, Morgan.
Edition: 1st ed.
Type: Book; Format: print bibliography ; Literary form: fiction
Publisher: New York : Forge, 1996
Availability: **Copies available for loan:** Waterbury Public Library [FIC LLYWELYN, M.] (1)
Actions: Place hold Add to cart

After you click the hold link, log in to your account, if you haven’t done so already:

Log In to Your Account

Username:
your barcode number, with no spaces

Password:
last four digits of your phone number

The user name is the barcode number on your library card, with no spaces, and the password is the last four digits of your phone number (unless you have set it to be something else). Then click the button that looks like this:

Place Hold

That’s it!

Interlibrary Loan (ILL)



The Catamount Library Network expands our collection from about 75,000 items to more than quarter of a million, but it doesn’t have everything. When you need something you don’t find in Catamount, we might be able to obtain it for you on Interlibrary Loan (ILL).

How does it work?

Fill out an ILL request form at the Reference Desk or on the library’s website (see “Borrow and Download” section). We request it and notify you when it’s available.

What kinds of items are available?

Books, articles, DVDs, sound recordings, and microfilm reels of newspapers and other documents

What items are NOT available?

- Most newly published materials (within the last 4 months) are not available on ILL, but you may suggest that we purchase them. If curious about your options, please inquire at the Reference Desk.
- Downloadable e-books and e-audio (but you may suggest that we purchase them).
- We will request popular DVDs from Vermont libraries, but we do not routinely request them from libraries outside the state.
- Whole issues of periodicals are not available, but we can obtain specific articles for you through ILL.
- Most reference books are not available.
- Some specific types of materials are notoriously difficult to obtain on ILL. These include recent travel guides, Rosetta Stone language programs (but try our Mango database!), and self-published books.

How can I find out who has what?

You don’t have to figure that out—we’ll do the searching. But **www.worldcat.org** is a great site for finding titles you might want to request on ILL.