

# BOOK BORROWING POLICIES

## FOR AUTISM SERVICES RESOURCE CENTRE

### For borrowers within Saskatoon and surrounding area

- Must be a current member of Autism Services
- Up to 4 items available for lending for up to 2 weeks unless otherwise marked.
- Any items marked with an **R** on the spine and/or with a tag identifying them as **Reference Only** are not for lending out and are available to be looked at in our office only.
- Any items marked with an **S** on the spine and/or with a tag identifying them as **Special Conditions Lending** are only to be lent out to current Autism Services' members who are willing to guarantee the loan with a Visa, Mastercard or post-dated cheque with the listed value of the item borrowed and dated on the date the item is due. Only **one item** designated as **Special Conditions** may be lent out to borrower per visit.

### For borrowers outside of Saskatoon area

- Must be a current member of Autism Services
- Up to 4 items available for lending for up to 2 weeks unless otherwise marked.
- The borrower is responsible for any delivery charges that may be incurred to return the borrowed items.
- Any items marked with an **R** on the spine and with a tag identifying them as **Reference Only** are not for lending out and are available to be looked at in our office only.
- Any items marked with an **S** on the spine and/or with a tag identifying them as **Special Conditions Lending** are only to be lent out to current Autism Services' members who are willing to guarantee the loan with a Visa, Mastercard or post-dated cheque with the listed value of the item borrowed and dated on the date the item is due. Only **one item** designated as **Special Conditions** may be lent out to borrower per visit.