## **RENEWALS**

All items except short-loan books and interlibrary loans will be renewed automatically one time unless an item is on reserve for another patron. An additional renewal may be made in person, by phone, or by email as long as there continues to be no reserves.

After the maximum renewals have been exhausted, the materials must come back and be in the library for at least one day before they may be checked out again to the same patron.

Interlibrary loans may be renewed only by contacting the library in which case Gilford Public Library will contact the lending library to request the renewal.