



RESOURCE SHARING POLICY

INTERLIBRARY LOAN

If the Highwood Library & Community Center (HLCC) does not own the item requested by a patron, they may request it from another library through the Interlibrary Loan (ILL) service or Find More Illinois (FMI) service.

This service is offered to HLCC cardholders only. Requests submitted by residents of other library districts will not be processed. Requests must be for titles that the Highwood Library & Community Center does not own.

For online Interlibrary Loan requests, by entering the library card number and clicking the "submit" button, patrons agree to return any item acquired through Interlibrary Loan by the due date given by the Library.

Patrons will be told the return deadline date when they are notified that the loaned item is available. If they do not return an item as agreed, the replacement cost at the home library will be charged to their account.

Approved: October 28, 2024