

To borrow physical Library items (e.g., books, audiobooks, DVDs), just bring them to any designated Library service desks or self-checkout stations (Main Library and Ellettsville Branch) with a valid Library card. Any time you check out physical Library items, you'll have the option of getting a paper receipt and you can always see online what you have checked out in My Account.

Borrowing eMaterials (e.g., eBooks, streaming movies, eMagazines) is easy, but each eLending platform has its own checkout procedures. For more information, **see the Help sections of the Library's various eLending platforms** listed by category on our [Instant Access Page](#).

? Borrowing Periods & Limits

The maximum total number of items, of any type, on a Library account at any one time is **100**.

Item Type	
DVDs	14
Music CDs	21
Magazines	No limit
Everything else	No limit, unless otherwise indicated

NOTE: Certain items (e.g., Express items, mobile hotspots) may have special borrowing terms, including irregular borrowing periods. Always be sure to **consult your receipt or My Account for due dates** on specific items.

Renewing Library Items

Unless someone else has requested an item you've borrowed, you may renew it up to **two more times** for the same length of time as the original checkout period. You may renew items in person at any Library location, or renew online in My Account.

? Renewing Items in My Account

- **Log in to My Account**
- **Choose "My Items Out / My Renewals"** in the block on the left-hand side of the My Account page
- To renew all items on your account, **choose "Renew All Items"** below the list of your current checkouts
- To renew selected items, **check the boxes next to their titles** in your list of current checkouts, then **choose "Renew Selected Items"**

Be sure to pay attention to the confirmation screen that follows your renewal request, noting any items that cannot be renewed.

Returning Library Items

Regardless of where Monroe County Public Library items are borrowed, **they may be returned at any of our locations**, including the Bookmobile and Van Outreach. For your convenience, return slots are also located both inside and outside the Main Library and the Ellettsville Branch. **Outdoor return slots remain open** twenty-four hours a day, 365 days a year, allowing you to return items at any time.

Although most Library items are suitable for return slots, certain items must be returned directly to a service desk; **please note any special return instructions** on items you borrow.

Fines & Fees

Currently the fine for items returned past their due date is **25 cents per calendar day**.

Payment options

You may pay any balance owed the Library in person using cash, personal check, or debit/credit card. For your convenience, debit/credit card payments may be also be made at online at My Account > Fines & Fees.

See the Library's complete [Checkout Policy](#) .

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