



Join Together Northern Nevada Library

505 S. Arlington Avenue, Suite 110

Reno, NV 89509

775-324-7557

www.jtnn.org

LIBRARY HOURS OF OPERATION: Monday – Wednesday 9 a.m. – 5 p.m.
Thursday – 9 a.m. – 7:30 p.m.
Friday – 9 a.m. – noon

LENDING POLICIES: All materials are loaned free of charge for a three (3) weeks.

You are responsible for returning any materials borrowed from JTNN on time and in good condition. Please notify JTNN staff immediately if you find problems with any material you have checked out. **Do not loan JTNN materials to any other person.** If you lose or damage JTNN materials, you will be billed for the full replacement value. You may not check out additional materials until you return all overdue materials and pay any overdue fees or bills you owe. Borrowing may be restricted for patrons who violate these policies. If additional time is needed please contact JTNN before due date.

GENERAL BORROWING PROCEDURES

1. Complete a patron registration card.
2. Call library to reserve material or come in personally.
3. **Return materials by due date.** If patron needs an extension, please call and check on availability.
4. You will be assessed a \$.25 per item per day fine for materials kept beyond the due date.
5. If a late fee is due, borrowing privileges will be suspended until the fee is paid.

ADDITIONAL LIBRARY SERVICES

1. Brochures and pamphlets for training sessions, health fairs, special events
 - Call JTNN in advance of activity to request materials.
 - All materials are free.
 - If requests are unable to be fulfilled, JTNN staff will direct individuals to other suppliers.
2. On-line information searches
 - Searched are provided free of charge.
 - Complete a search request form in the library or call with your request.
 - Allow one week for information retrieval.
 - Patrons are limited to one search request per week.