

Interlibrary loan terms and conditions

Interlibrary loans make the resources of other libraries in New Zealand and overseas available to all Tauranga City Libraries members.

A wide variety of material is available through this service. We can interloan books, newspaper and journal articles, microfilm, music scores, and New Zealand and overseas standards. In some circumstances, DVDs, videos and CDs may also be available.

Timeframe

- Tauranga City Libraries aim to place interloan requests within two working days of receiving a request and make every effort to promptly supply interloan requests.
- However, due to outside factors, such as availability and delivery methods, the library cannot guarantee delivery, or speed of delivery.
- You will be informed if the item is unavailable for loan.
- We will let you know when the item is ready for collection.

Please note: Once your request has been placed with the online interloan system, it is unable to be cancelled – the charge is payable.

- An urgent interloan service is available. Additional costs for this service apply.

Please note: While every effort is made to supply the item by the date specified, if delivery is later than the date required, any urgent charge for this service still applies.

Charges

- The standard interloan charge is \$8.00 per item.
- For urgent delivery, the standard \$8.00 charge applies, plus an additional urgent charge.
- For Industrial Standards obtained from a specialist supplier, the standard \$8.00 charge applies, plus a minimum of \$30.00 depending on the supplier per Industrial Standard.
- For overseas interloans, additional charges will be added to the standard fee.

Please note: All charges are payable whether or not the item is collected.

Overdue items attract the same extended loan charges as other items issued on your library card.

Replacement costs for lost items also apply.