

Interlibrary Loan Lending Policy

Michener Library, ILL
Campus Box 48
501 20th Street
Greeley, CO 80639-0091

OCLC Code: COV
ARIEL: 138.86.70.1
Fax: 970-351-2540
Phone: 970-351-2580

We adhere to:

The National Interlibrary Loan Code for the United States, 2001;
The Colorado Interlibrary Loan Code, 1996;

Accepted requests:

OCLC, ALA by fax or mail, ARIEL, E-Mail
International requests accepted for photocopies only

Billing method:

IFM or invoiced with material

Charges for loans or photocopies:

BCR, Amigos, LVIS, formal reciprocal agreements, no charge
Colorado Libraries, no charge unless you charge us

For-profit corporate libraries, law firms, information services, \$20.00
International requests, \$20.00
Rush items, \$20.00 (using your FedEx number)

All others, \$15.00

Loan period:

Five weeks with no renewal

Dissertations/Theses:

May be available in paper or microfiche. Dissertations from 1940-present are also available from UMI.

Non-Circulating items:

All media including CDs, DVDs, VHS tapes, and sound recordings do not circulate.
Reference and Archival materials don't circulate, but we'll copy selected pages if possible.
All standardized educational and psychological tests are restricted. No photocopying or ILL allowed.

Faxed/ARIEL request guidelines:

We adhere to the Guidelines and Procedures for Telefacsimile and Electronic Delivery of Interlibrary Loan Requests and Materials (1994) and the Colorado Guidelines for Interlibrary Loan Applications (1990).

Our Guidelines:

One request per 8.5 X 11 inch paper
Requests must contain complete citation information and your complete delivery and contact information.
ALA requests are accepted without alteration.
Faxed requests are NOT considered RUSH unless specified. \$20.00 RUSH charge applies.
Faxed requests are not automatically delivered to requesting library by fax.

For more information, please contact Patty Chapman at Patricia.Chapman@unco.edu or call (970) 351-2580.

Updated March 2007