



6500 Wenz Avenue  
Hodgkins, IL 60525  
(708) 579-1844  
[www.hodgkinslibrary.org](http://www.hodgkinslibrary.org)

## Telephone Renewal Policy

Policy No. 21

### 1. Rules

- Library materials may be renewed by phone under the following guidelines:
- Patrons must have their library card number available.
- Items on hold are not subject to telephone renewal.
- Staff will provide the patron with the renewal date.
- No renewals are allowed by phone if there are long-overdue materials on the patron's card.
- Video games and new DVDs may only be renewed one time.

### 2. Not Subject to Renewal

- Items reserved or on hold for another patrons.
- Items from another lending institution.

**Approved: 08/19/2013**