



Germantown Public Library  
**Interlibrary Loan Policies for SWON Libraries Members**

**Submitting a Request** SWON member libraries may request items for inter-library loan from the Germantown Public Library. Members of the Ohio Libraries Share MORE (MORE) program should make their request via those protocols, and the item will be shipped via the MORE delivery service. SWON members who are not MORE members should directly contact the Inter-library Loan Clerk, who will find and send the request. Requests will be shipped to the loaning library for free. The loaning library will be responsible for the cost of return shipping. Items requested in this manner will be due back 8 weeks from when they leave the Library.

Approved by the Board of Trustees: July 21, 2008