

LOCAL LENDING POLICES FOR ALBERTA LIBRARY CARD BORROWERS

Libraries D - G

Darwell Public Library (Yellowhead Regional Library)

Contact: Valerie McKenzie, Librarian

E-mail:

Mailing address: Box 206 Darwell, AB T0E 0L0

Street address:

Phone: (780) 892-3199

Fax: (780) 892-3199

Hours of operation: Tues. 1 – 5 p.m.

Thurs. 10 a.m. – 1 p.m.

Fri. 7 – 8 p.m.

Acceptable ID when borrowing items: TAL Card and 1 piece photo ID.

Loan periods: 3 weeks

Restrictions: 5 books. Reference books and videos not available for loan. No borrowing with outstanding fines.

Renewals: By phone or in person.

Address to be used for returns by mail: Box 206 Darwell, AB T0E 0L0

Address to be used for returns by courier:

Overdue reminders: By phone or mail

Lost items: Considered lost at 2 months overdue. Charge is replacement cost.

Fines and fees for late and/or damaged materials: Late fines – donation. Damaged materials – replacement cost.

Billing information: Payment due on receipt of bill. Payments made to Darwell Public Library, in person or by mail.

Additional information: Parental permission needed for those under 18.

DeBolt Public Library (Peace Library System)

Contact: Yvonne McIntyre

E-mail: librarian@deboltlibrary.ab.ca

Mailing address: Box 480, DeBolt, AB T0H 1B0

Street address: Main Street, DeBolt

Phone: (780) 957-3770

Fax: (780) 957-3770

Hours of operation: Sept. – June: Mon. 3 – 9 p.m.

Thurs. 10 a.m. – 5 p.m.

July & Aug. Mon. 3 – 9 p.m.

Tues., Wed., Thurs., Sat. 10 a.m. – 5 p.m.

Acceptable ID when borrowing items: Driver's license/picture ID

Loan periods: Adults: 4 weeks, Children: 3 weeks

Restrictions: None

Renewals: x2, by phone or TRAC website

Address to be used for returns by mail: Box 480, DeBolt, AB T0H 1B0

Address to be used for returns by courier: Peace Library System, 8301 110 Street, Grande Prairie, AB T8W 6T2

Overdue reminders: by phone or mail.

Lost items: Replacement cost of item is charged, please remove: considered lost after one year

Fines and fees for late and/or damaged materials: 25¢ per library day for adult materials; 10¢ per library day for children's materials.

Billing information: Payable at library. Failure to pay results in suspension of library privileges.

Delia Municipal Library (Marigold Library System)

Contact: Leah Hunter, Library Manager

E-mail: adm.library@plrd.ab.ca

Mailing Address: P.O. Box 236, Delia, AB T0J 0W0

Phone: (403) 364-3777

Fax: (403) 364-3805

Street Address: 205-3 Ave. N.

Hours of Operation: Summer

Mon, Tues, Thurs.: 9 a.m.-12 p.m., 1-4:30 p.m.

Wed. 9 a.m.-12 p.m., 1-4:30 p.m., 6-8 p.m.

Acceptable ID for borrowing items: Current TAL card or 1 piece of photo ID

Loan periods: 3 weeks with the following exception: videos, cds, DVDs, and computer software 1 week loan period

Restrictions: No borrowing if person has outstanding fines. Currently we do not charge overdue fines but fees will be assessed for outstanding lost items or replacement items.

Renewals: Renewals available by phone, person, or the TRAC website.

Overdue reminders: by phone or mail.

Delia Library is the CAP site in the community with free Internet and wireless Hotspot. Users are required to fill out an user form and parental signature is required for children under age on user form.

Didsbury Municipal Library (Parkland Regional Library)

Mailing Address: PO Bag 305, Didsbury, AB T0M 0W0

Phone: (403) 335-3142

Fax: (403) 335-3142

Donalda Municipal Library (Parkland Regional Library)

Contact: Jeanne Pearson, Librarian

E-mail: aplen49@telusplanet.net

Mailing address: Box 40, Donalda, AB T0B 1H0

Street address: Main Street and Railway Avenue

Phone: (403) 883-2345

Fax: (403) 883-2022

Hours of operation: All year: Mon. – Fri. 9 a.m. – 4:30 p.m.

May- Oct: Weekends 1-4.

Acceptable ID when borrowing items: The Alberta Library Card plus ID with current address.

Loan periods: 3 weeks

Restrictions: No loan of reference material.

Renewals: Renewal for an additional 3 weeks, by phone or in person.

Address to be used for returns by mail: Box 40, Donalda, AB T0B 1H0

Address to be used for returns by courier: c/o Parkland Regional Library

Overdue reminders: By phone

Lost items: Replacement cost is charged for

Fines and fees for late and/or damaged materials: No fines currently charged. Replacement cost for lost books.

Billing information: Payment in person or by mail.

Drayton Valley Municipal Library (Yellowhead Regional Library)

Mailing Address: Box 6240, Drayton Valley, AB T7A 1R7

Phone: (780) 542-2228

Fax: (780) 542-5753

Drumheller Public Library (Marigold Library System)

Contact: Linde Turner, Director, Library Services

E-mail: drumlib@magtech.ca

Mailing address: Box 1599, Drumheller AB T0J 0Y0

Street address: Main floor, 224 Centre St., Drumheller

Phone: 403-823-5382

Fax: 403-823-3651

Hours of operation: Mon. 11 a.m.-5 p.m.

Tues-Wed-Thurs. 11 a.m.-8 p.m.

Fri. 11 a.m.-5 p.m.

Sat & Sun. 1-5 p.m.

Closed: stat holidays.

Acceptable ID when borrowing items: Valid TAL card & 1 piece photo ID

Loan periods: usually 3 weeks, 1 week DVDs & Videos

Restrictions: no limits on clear cards, but no loans on Reference materials

Renewals: By phone, in person, or on our web (if not late and no other holds)

Address to be used for returns by mail: Box 1599, Drumheller AB T0J 0Y0

Address to be used for returns by courier: Same

Overdue reminders:

Lost items: Considered lost at one month overdue. Charge is replacement cost + \$5 processing fee.

Fines and fees for late and/or damaged materials: \$0.10 per item per day late, except \$1.00 per item per day late for DVDs & Videos. Damaged materials: replacement cost.

Billing information: Payment is due on receipt of bill. Payment to be made to Drumheller Public Library in person or by mail.

Additional information: Parental permission (card signature) needed for those under age 14. Unpaid accounts are sent to a collection agency.

Eckville Public Library (Parkland Regional Library)

Contact: Brenda Brzak, Librarian

E-mail: aplen53@telusplanet.net

Mailing address: Box 492, Eckville, AB T0M 0X0

Street address: 5023 51 Avenue W.

Phone: (403) 746-3240

Fax: (403) 746-2900

Hours of operation: Tues. 10 a.m. – 12 noon, 1 p.m. – 6 p.m., 7 p.m. – 8 p.m.

Fri. 10 a.m. – 12 noon, 1 p.m. – 5 p.m.

Sat. 10 a.m. – 1 p.m.

Acceptable ID when borrowing items: Driver's license, Student card, etc.

Loan periods: 2 weeks

Restrictions:

Renewals: Renewals in person, by phone.

Address to be used for returns by mail: Box 492, Eckville, AB T0M 0X0

Address to be used for returns by courier: 5023 51 Avenue, Eckville, AB T0M 0X0

Overdue reminders:

Lost items: Considered lost after patron has been contacted many times. Lost items are charged full replacement fee.

Fines and fees for late and/or damaged materials: Damaged materials will be charged full replacement fee if unfixable. To date, no policy on overdue fines.

Billing information:

Edgerton Public Library (Northern Lights Library System)

Contact: Brenda Redhead, Secretary-Treasurer

E-mail:

Mailing address: General Delivery, Edgerton, AB T0B 1K0

Street address: 5005 50 Avenue, Edgerton, AB T0B 1K0

Phone: (780) 755-3820 Fax:

Hours of operation: Mon., Thurs. and Fri. 2 – 4.30

Tues 9:30 – 12 and 7 – 9 p.m.

Summer: Mon, Wed., Thurs. and Fri. 9:30 – and 2 – 4:30

Tues 2 – 8.

Acceptable ID when borrowing items: Alberta Library Card.

Loan periods: 3 weeks

Restrictions: At present, no limit on number of items checked out.

Renewals: In person, by phone or e-mail.

Address to be used for returns by mail: General Delivery, Edgerton, AB T0B 1K0

Address to be used for returns by courier: 5005 50 Avenue, Edgerton, AB T0B 1K0

Overdue reminders: By phone or in person.

Lost items: An item is considered to be lost when a patron admits loss. An estimate of the item is made and the patron is charged accordingly.

Fines and fees for late and/or damaged materials: No late charges are presently being charged. An estimate of damaged materials is made

Billing information:

Edmonton Public Library

Contact: Sandra Storey, Manager, Circulation Services

E-mail: sstorey@epl.ca

Mailing address: 7 Sir Winston Churchill Square, Edmonton, AB T5J 2V4

Phone: (780) 496-7008

Fax: (780) 944-7570

Hours of operation: 16 locations. Please see website www.epl.ca

Acceptable ID when borrowing items: The Alberta Library Card plus ID with current address.

Loan periods: 3 weeks for most items.

Restrictions: 5 print items at a time. No requests.

Renewals: In person, on-line or telephone renewal (780) 496-7047

Address to be used for returns by mail: 7 Sir Winston Churchill Square, Edmonton, AB T5J 2V4

Address to be used for returns by courier: As above.

Overdue reminders: email or print notices at 15 days overdue

Lost items: replacement cost billed at 30 days overdue.

Fines and fees for late and/or damaged materials: \$0.25 daily for adult print items, \$0.10 daily for children's print items

Billing information: Payment may be made in person or by mail.

Additional information: Customers under 18 need signature of parent/guarantor.

Edson Public Library (Yellowhead Regional Library)

Contact: JoAnn Hooper

E-mail: library@yellowhead.com

Mailing address: 4726 8th Avenue, Edson, AB T7E 1S8

Phone: (780) 723-6691

Fax: 780-723-9728

Hours of operation: Mon. 10 a.m. – 5 p.m.

Tues, Wed., Thurs. 10 a.m. – 9 p.m.

Fri. 10 a.m. – 5 p.m.

Sat. 1 – 5 p.m.

Acceptable ID when borrowing items: TAL Card and home library card and driver's license or other picture ID.

Loan periods: 4 weeks

Restrictions: 5 items per card. Borrowing privileges suspended if unpaid fines. 10 items per card. No loan of A/V, magazines, reference materials archival or special collections materials.

Renewals: No renewals.

Address to be used for returns by mail: 4726 8th Avenue, Edson, AB T7E 1S8

Address to be used for returns by courier: As above

Overdue reminders: Mail or e-mail.

Lost items: Considered lost 2 weeks after due date. Fees are cost of book plus \$10.00.

Fines and fees for late and/or damaged materials: 50¢ per day per item. Damaged items: cost of book plus \$10.00.

Billing information: Bills due 2 weeks after due date of book. Payments made to Edson Public Library 4726 8th Avenue, Edson, AB T7E 1S8. Failure to pay results in suspension of borrowing privileges.

Elk Point Municipal Library (Northern Lights Library System)

Contact: Karina Mitchell, Librarian

E-mail: aelkpublib@telusplanet.net

Mailing address: Box 750, elk Point, AB T0A 1A0

Street address: 5123 50 Avenue, Elk Point, AB

Phone: (780) 724-3737

Fax: (780) 724-3737

Hours of operation: Tues. 1- 5:30 p.m.

Wed 2 – 9 p.m.

Thurs. 1 – 5:30 p.m.

Fri. 10 – 5 p.m.

Sat. 11 Am. – 3 p.m.

Acceptable ID when borrowing items: Valid Alberta Library Card

Loan periods: 2 weeks books; 1 week magazines; 3 days videos

Restrictions: 5 books checked out at a time; 3 videos checked out at a time. If significant overdues, will not be permitted to borrow.

Renewals: Renewals if no request on item from Elk Point patron.

Address to be used for returns by mail: Box 750, Elk Point, AB T0A 1A0

Address to be used for returns by courier: 5123 50 Avenue, Elk Point, AB

Overdue reminders: Mail for first reminder; phone call for subsequent reminders.

Lost items: Replacement value or minimum of \$5.00 for soft cover books, \$10.00 for hardcover books.

Fines and fees for late and/or damaged materials: Books and magazines 5¢/item/day to a maximum of \$5.00. Videos: 50¢/item/day to a maximum of \$10.00. Fines may be waived at the discretion of the librarian.

Billing information: Mail cheques to Elk Point Municipal Library Board, Box 750, Elk Point, AB T0A 1A0

Elnora Public Library (Parkland Regional Library)

Mailing Address: Box 629 Elnora, AB T0M 0Y0

Phone: (403) 773-3922

Fax: (403) 773-3922

Empress Municipal Library (Marigold Library System)

Contact: Charl M. Vincent, Library Manager

E-mail: AEMlibrary@marigold.ab.ca

Mailing address: Box 188, Empress, AB TY0J 1E0

Street address: 6 - 3rd Avenue, Empress, AB T0J 1E0

Phone: (403) 565-3936

Fax: (403) 565-2010 (village)

Hours of operation: Tues – Thurs 11:30 a.m. – 5:00 p.m.

Acceptable ID when borrowing items: Photo ID

Loan periods: 3 weeks unless otherwise stated

Restrictions: Large reference books, 1 week. Books which are the last copy in the system, in-library use only.

Renewals: In person or by phone.

Address to be used for returns by mail: Box 188, Empress, AB T0J 1E0

Address to be used for returns by courier:

Overdue reminders: Phone or e-mail reminders

Lost items: When considerable time has passed, the cost of the book is charged.
Fines and fees for late and/or damaged materials: Late fines are 10¢ per library day open. If the damage is such that the book must be replaced, the cost of the book is charged.
Billing information:

Enchant Public Library (Chinook Arch Regional Library)
(policies coming soon)

Entwistle Public Library (Yellowhead Regional Library)

Contact: Brenda Maddock, Librarian
E-mail: jaspersprings@ccinet.ab.ca
Mailing address: Box 323, Entwistle, AB T0E 0S0
Street address:
Phone: (780) 727-4332

Fax: (780) 727-2844

Hours of operation: Tues. 10 a.m. – noon, 6 –8 p.m.
Wed. and Fri. 1 – 5 p.m.
Sat. 10 a.m. – noon.

Acceptable ID when borrowing items: TAL Card plus one other piece of picture ID

Loan periods: 2 weeks or longer at discretion of librarian.

Restrictions: Borrowing privileges withdrawn if items more than 2 months overdue.

Renewals: Renewals for an additional 2 weeks. Renewals must be made in person.

Address to be used for returns by mail: Box 323, Entwistle, AB T0E 0S0

Address to be used for returns by courier:

Overdue reminders: Preferably by phone for first contact and then by mail.

Lost items: Consideration is given to age and condition of item. If fairly new and in good condition, replacement value is charged.

Fines and fees for late and/or damaged materials: 25¢ per week. Charges for damaged materials dependent on severity of damage.

Billing information: Payment in person or by mail.

Evansburg and District Public Library Society (Yellowhead Regional Library)

Contact: Heather Nutbrown, Library Manager
E-mail: heatnutb@gyrd.ab.ca
Mailing address: Box 339, Evansburg, AB T0E 0T0
Street address: 4707 – 47 Ave
Phone: (780) 727-2030
Fax: (780) 727-2437

Hours of operation: Tues. - Thurs. 12 – 8 p.m.

Acceptable ID when borrowing items: Drivers License

Loan periods: 3 weeks

Restrictions: No loan of reference material or videos.

Holds: Yes.

Renewals: Yes – in person, phone, email.

Address to be used for returns by mail: Box 339, Evansburg, AB T0E 0T0

Address to be used for returns by courier:

Overdue reminders: By telephone.

Lost items: Considered lost after 2 months. Replacement cost plus GST charged.

Fines and fees for late and/or damaged materials: 10¢ per day.

Billing information: Cheques to Yellowhead County Library Board.

Exshaw (Bighorn) Community Library (Marigold Library System)

Contact: Rose Reid, Librarian
E-mail: AEXCLibrary@marigold.ab.ca

Mailing address: Box 157, Exshaw, AB T0L 2C0

Street address: #2 Heart Mt. Drive

Phone: (403) 673-3571

Fax: (403) 673-3571

Hours of operation: Mon. 10 a.m. – 1 p.m.

Tues. 9 a.m. – 3 p.m., 6:30 p.m. – 9:00 p.m.

Wed. 3 p.m. – 5 p.m., 6:30 p.m. – 9:00 p.m.

Acceptable ID when borrowing items: Library Card

Loan periods: 3 weeks

Restrictions: None.

Renewals: May renew up to 3 times, provided there is no waiting list. In person preferred, e-mail or phone are also acceptable.

Address to be used for returns by mail: Exshaw Community Library, Box 157, Exshaw, AB T0L 2C0

Address to be used for returns by courier: #2 Heart Mt. Drive

Overdue reminders: By phone or e-mail.

Lost items: Considered lost after 6 months. Replacement cost is charged.

Fines and fees for late and/or damaged materials: Voluntary donation

Billing information: Payment is made in person or by mail to the library. Failure to pay results in loss of library privileges.

Fairview Public Library (Peace Library System)

Contact: Chris Burkholder, Librarian

E-mail: fapublib@telusplanet.net

Mailing address: Box 248, Fairview. AB T0H 1L0

Street address: 10209 109 Street

Phone: (780) 835-2613

Fax: same

Hours of operation: Sept. – June: Mon. – Sat. 10.30 a.m. – 5:30 p.m.

Thurs. 10:30 a.m. – 9:00 p.m.

July and August: Mon. – Fri. 10.30 a.m. – 5:30 p.m.

Sat. 10:30 a.m. – 4:30 p.m.

Acceptable ID when borrowing items: Library system card with correct address/phone

Loan periods: 3 weeks print material; 3 weeks music; 1 week videos (possible extension if required)

Restrictions: FCSS collection not available to Alberta Library Card users; limit of 10 items (4 audio); \$5.00 limit overdues must be paid before checking out any materials.

Renewals: Renewals if no reserves. May renew 3 consecutive times, by phone or e-mail.

Address to be used for returns by mail: Box 248, Fairview. AB T0H 1L0

Address to be used for returns by courier: 10209 109 Street

Overdue reminders: Notices will be sent.

Lost items: Library charges price of items + 50%.

Fines and fees for late and/or damaged materials: 20¢/day print materials; \$1.00/day audio materials

Billing information: Possibility of small claims court.

Falher – Bibliothèque Dentinger (Peace Library System)

Mailing Address: Box 90, Falher, AB T0H 1M0

Phone: (780) 837-2776

Fairview College Library (Now NAIT Fairview Campus Library)

Contact: Anita Luck, Supervisor, Library

Email: FairviewLibrary@nait.ca

Mailing address: Box 3000 Fairview AB T0H 1L0

Street address: 11235-98 Avenue, Fairview AB

Phone: (780) 835-6641

Fax: (780) 835-6782

Hours of operation: Sept-April: Mon-Thurs. 7:45am-10pm

Fri. 7:45am-5pm

Sat. 10:15am-5:30pm
Sun. 12:45pm-8pm
May and June: Mon-Thurs. 7:45am-7pm
Fri. 7:45am-5pm
Sat. Closed,
Sun 11:45am-7pm.
July and August: Mon-Fri. 8am-4:30pm.
All long-weekend hours are as posted.

Acceptable ID when borrowing items: Any picture ID

Loan periods: Five items for two weeks

Restrictions: Books including pocket book fiction and some bound periodicals will be loaned to any TAL cardholder. All AV materials including videos and CDs will not be available for loan. Periodicals will not be loaned however patron can access periodicals on site.

Holds: No holds permitted.

Renewals: No renewals.

Address to be used for returns by mail: NAIT, Fairview Campus Library, Box 3000, Fairview AB T0H 1L0

Address to be used for returns by courier: 11235-98 Avenue, Fairview AB

Overdue reminders: After material is overdue, delinquent borrower will be phoned and a follow-up notice will be sent.

Lost items: Charges of replacement cost plus 10% processing fee plus \$10.00 administrative fee plus overdue fine if applicable will be charged for lost items.

Fines and fees for late and/or damaged materials: \$1.00/day/item maximum fine of \$31.00

Billing information: Payment is to be made to the Library. Borrowing privileges are suspended if items are overdue, or fines are outstanding. If charges are significant they may be passed on to the College Accounting Department where invoices are generated on unpaid debts and if not collected within a specified time are passed on to a collection agency.

Additional Information: Borrowing privileges are suspended if items are overdue or fines are outstanding.

Fawcett Public Library (Yellowhead Regional Library)

Mailing Address: Box 150, Fawcett, AB T0G 0Y0

Phone: (403) 954-3827

Fax: (403) 954-3934

Foremost Municipal Library (Shortgrass Library System)

Contact: Joanne Harty, Librarian

Mailing address: Box 397 Foremost, AB T0K 0X0

Street address: 103 1st Ave, Foremost AB

Phone: (403) 867-3855

Fax: (403) 867-3856

Hours of operation: Tuesday and Thursday: 12- 5p.m., 7p.m.-9p.m.

Saturdays 10a.m. - 4p.m.

Pre-School Story-time: Thursday 10:30-11:30a.m.

Acceptable ID when borrowing items: Alberta Library Card and a photo ID with current address Loan periods: books and tapes 3 weeks; videos 1 week

Restrictions: No limit on books. Limit 2 videos or tapes. No magazines or reference materials

Renewals: 1 renewal by phone, mail, or e-mail is allowed (if there are no holds on the item).

Address to be used for returns by mail: Foremost Municipal Library, Foremost, AB T0K 0X0

Address to be used for returns by courier: Foremost Municipal Library, Foremost AB

Overdue reminders: by mail, phone, or e-mail

Lost items: Items are considered lost 6 weeks after their due date. They are billed at list price.

Fines and fees for late and/or damaged materials: Books and tapes are 10 cents per day the library is open. Videos are \$1.00 per day.

Billing information: Payment may be made by mail or in person. Bills are due on receipt and payable to the Foremost Municipal Library. Patrons cannot borrow materials if they have unpaid bills.

Forestburg Public Library (Parkland Regional Library)

Contact: Judy Oberg, Librarian

E-mail: aplen63@telusplanet.net

Mailing address: Box 579 Forestburg, AB T0B 1N0

Street address:

Phone: (780) 582-4110

Fax: (780) 582-4127

Hours of operation: Tues. 2 – 5 p.m.
Wed. 2 – 5 p.m. and 7 – 9 p.m.
Thurs. 2 – 5 p.m.
Fri. 2 – 5 p.m.
Sat. 11 a.m. – 1 p.m.

Acceptable ID when borrowing items: Alberta Library Card and personal ID

Loan periods: 3 weeks

Restrictions: 5 books at a time

Renewals: Renewals if no reserves on item, in person, by phone or e-mail.

Address to be used for returns by mail: Forestburg Public Library, Box 579 Forestburg, AB T0B 1N0

Address to be used for returns by courier:

Overdue reminders: Lost items: Cost of replacement

Fines and fees for late and/or damaged materials: Late charges TBA. Damaged materials: may have to replace the book (cost of replacement)

Billing information: Bills to be paid to Forestburg Public Library

Fort Assiniboine Public Library (Yellowhead Regional Library)

Mailing Address: General Delivery, Fort Assiniboine, AB T0G 1A0

Phone: (780) 584-2227 Fax: (780) 584-3876

Fort Macleod Library (RCMP Centennial) (Chinook Arch Regional Library System)

Contact: Sharon Edwards

E-mail:

Mailing address: Box 1479, Fort Macleod, AB T0L 0Z0

Street address: 264 24th Street, Fort Macleod, AB T0L 0Z0

Phone: (403) 553-3880

Fax:

Hours of operation: Winter: Mon., Tues., Fri., Sat. 1 – 5 p.m.
Wed. 9 a.m. – 5 p.m.
Thurs. 1 – 5 p.m.
Summer: Mon., Tues., Fri., 1 – 5 p.m.
Wed. 9 a.m. – 5 p.m.
Thurs. 1 – 9 p.m.

Acceptable ID when borrowing items: Home library card and photo ID with current address.

Loan periods: 3 weeks

Restrictions: Videos, reference materials and literacy collection unavailable for loan. Borrowing privileges suspended when fines reach or exceed \$10.

Renewals: One renewal per item, in person, by phone or by e-mail.

Address to be used for returns by mail: Box 1479, Fort Macleod, AB T0L 0Z0

Address to be used for returns by courier: Chinook Arch Regional Library, 2902 7th Avenue North, Lethbridge, AB T1H 5C6

Overdue reminders: E-mail or mail notice.

Lost items: Considered lost at 100 days after original due date.

Fines and fees for late and/or damaged materials: Adult/YA/juvenile print 25¢/day; adult/YA/juvenile cassettes, CDs, books on tape 25¢/day; adult/YA/juvenile videos \$2/day. Damaged items are assessed replacement cost.

Billing information: Payment information will appear on notices sent to patrons. Payment may be made in person or by mail to any Chinook Arch library. Failure to pay when charges are at or over \$10 results in suspension of privileges.

Fort McMurray Public Library

Contact: Margaret Payne

Mailing address: 151 Macdonald Drive, Fort McMurray, AB T9H 5C5

Phone: (780) 743-7800

Fax: (780) 743-7037

Hours of operation: Regular hours – Mon-Fri 9 a.m.-9 p.m.

Sat 9 a.m. –5 p.m.

Sun 12p.m.–5 p.m.

Acceptable ID when borrowing items: At time of registration The Alberta Library Card and one piece of ID with permanent address is needed. After initial registration The Alberta Library Card and one piece of ID with card holder's name is required.

Loan periods: 3 weeks

Restrictions: Maximum 5 items per account, restricted to 1 CD or DVD per account. No Program in a Box, or multilinguals. No holds or ILL service.

Renewals: none

Address to be used for returns by mail: Fort McMurray Public Library, 9907 Franklin Ave, Fort McMurray, AB T9H 2K4

Address to be used for returns by courier: Fort McMurray Public Library, 9907 Franklin Avenue

Overdue reminders: The first overdue notice is sent 7 days after the book is due.

Lost items: An item is considered lost 6 weeks after its original due date.

Fines and fees for late and/or damaged materials: Fines are 20 cents per item per day to a maximum of \$6.00 per item. The library charges a replacement and processing fee (cost varies depending on the book) for lost or damaged materials.

Billing information: Bills are due upon receipt. Payment may be made at the Fort McMurray Public Library. After two overdue notices are sent out and there is still no response, a billing notice is sent to a collection agency and patron loses borrowing privileges until the account is settled.

Fort Saskatchewan Public Library

Contact: Robin Brown, Director

E-mail: rbrown@connect.ab.ca

Mailing address: 10011 102 Street, Fort Saskatchewan, AB T8L 2C5

Phone: (780) 998-4275

Fax: (780) 992-3255

Hours of operation: Mon. – Thurs. 10 a.m. – 9 p.m.

Fri. 10 a.m. – 6 p.m.

Sat. 10 a.m. – 5 p.m.

Sun. 1 – 5 p.m. (Sept. – June)

Acceptable ID when borrowing items: Driver's license, health card, 2 pieces of cancelled mail, provincial picture ID

Loan periods: 3 weeks

Restrictions: No A/V , material. Adult card borrowers only

Renewals: No renewals

Address to be used for returns by mail: 10011 102 Street, Fort Saskatchewan, AB T8L 2C5

Address to be used for returns by courier: Same

Overdue reminders: First contact by phone, mailed notices after three weeks overdue.

Lost items: Designated lost by system after 3 months. Replacement value charged for lost items.

Fines and fees for late and/or damaged materials: Adult books 25¢/day/item, Junior 10¢/day/item. Replacement cost for items damaged beyond repair. Repairable items charged repair fee, at the librarian's discretion.

Billing information: Payment to Fort Saskatchewan Public Library. Failure to pay will result in suspension of borrowing privileges.

Galahad Public Library (Parkland Regional Library)

Contact: Lori Wegenast

E-mail: galap@telusplanet.net

Mailing address: Box 58, Galahad, AB T0B 1R0

Street address: Corner of Lady Vivian Avenue and Sir Lancelot Street.

Phone: (780) 583-3917

Fax:

Hours of operation: Tues. 7 – 9 p.m.

Wed. 9 a.m. – 5 p.m.

July and August: Tues. 1 – 4 p.m.

Wed. 9 a.m. – 5 p.m.

Acceptable ID when borrowing items: The Alberta Library Card and personal ID

Loan periods: 3 weeks

Restrictions: 5 items. No loan of reference items. Videos may be borrowed.

Renewals: Renewals by phone, e-mail or in person, if no reserves on item.

Address to be used for returns by mail: Box 58, Galahad, AB T0B 1R0

Address to be used for returns by courier: Corner of Lady Vivian Avenue and Sir Lancelot Street

Overdue reminders: 1. By phone or e-mail; 2. By mail.

Lost items: Considered lost after 100 days from original date borrowed.

Fines and fees for late and/or damaged materials: 25¢/item/day. Videos \$1/day. Damaged items: replacement cost plus \$5.00.

Billing information: Payable to library. Failure to pay results in loss of privileges.

Glenrose Rehabilitation Hospital Library

Mailing Address: 10230 111 Avenue, Edmonton, AB T5G 0B7

Phone: (780) 474-8823

E-mail: pschoenb@cha.ab.ca

Glenwood Municipal Library (Chinook Arch Regional Library System)

Contact: Twylla Oviatt

E-mail:

Mailing address: Box 1156, Glenwood, AB T0K 2R0

Street address: 59 Main Avenue NE, Glenwood, AB T0K 2R0

Phone: (403) 626-3660

Fax: (403) 626-3660

Hours of operation: Winter: Mon. 3 – 5 p.m.

Thurs. 6 – 9 p.m.

Sat. 1 – 3 p.m.

Summer: Mon. – Fri. 9 a.m. – noon; 1 – 4 p.m.

Thurs. 6 – 9 p.m.

Acceptable ID when borrowing items: Home library card and photo ID with current address.

Loan periods: 3 weeks

Restrictions: Videos, reference materials and literacy collection unavailable for loan. Borrowing privileges suspended when fines reach or exceed \$10.

Renewals: One renewal per item, in person, by phone or by e-mail.

Address to be used for returns by mail: Box 1156, Glenwood, AB T0K 2R0

Address to be used for returns by courier: Chinook Arch Regional Library, 2902 7th Avenue North, Lethbridge, AB T1H 5C6

Overdue reminders: E-mail or mail notice.

Lost items: Considered lost at 100 days after original due date.

Fines and fees for late and/or damaged materials: Adult/YA/juvenile print 10¢/day; adult/YA/juvenile cassettes, CDs, books on tape 10¢/day; adult/YA/juvenile videos \$1/day. Damaged items are assessed replacement cost.

Billing information: Payment information will appear on notices sent to patrons. Payment may be made in person or by mail to any Chinook Arch library. Failure to pay when charges are at or over \$10 results in suspension of privileges.

Graham Community Library

Contact: Stefanie Schranz, Library Manager

E-mail: grahamlib@yahoo.ca

Mailing address: Box 40, Ralston, AB T0V 2N0

Street address: R35 Dugway, Ralston

Phone: (403) 544-3670

Fax: (403) 544-5543

Hours of operation: Mon.-Fri. 10:00 a.m. – 4:00 p.m.

Mon. & Thurs. 6:30 – 8:00 p.m.

Sun. 2:00 – 4:00 p.m.

Acceptable ID when borrowing items: Drivers License

Loan periods: 3 weeks

Address to be used for returns by mail: Box 40, Ralston, AB T0V 2N0

Address to be used for returns by courier: R35 Dugway, Ralston, AB T0V 2N0

Overdue reminders: By phone.

Lost items: Cost of item plus \$3.00 cataloguing fee.

Fines and fees for late materials: 10¢/day/book.

Fines and fees for damaged materials: Partial cost of item.

Billing information: Failure to pay results in loss of privileges.

Grande Cache Municipal Library (Yellowhead Regional Library)

Contact: Laurel A. Kelsch, Supervisor

E-mail: laurkels@gyrd.ab.ca

Mailing address: Box 809, Grande Cache, AB T0E 0Y0

Street address: 101601 Shand Avenue, Grande Cache

Phone: (780) 827-2081

Fax: (780) 827-3112 (high school)

Hours of operation: Mon. – Thurs. 3 – 8 p.m.;

Fri. 2 – 7 p.m.;

Sat. 12 – 5 p.m.

Hours subject to change during summer.

Acceptable ID when borrowing items: Driver's License plus one other piece of name ID.

Loan periods: 3 weeks.

Restrictions: No loans of audiovisual. No borrowing if fines owed.

Renewals: Renewals if item not on reserve, in person or by phone only.

Address to be used for returns by mail: Box 809, Grande Cache, AB T0E 0Y0

Address to be used for returns by courier:

Overdue reminders: By phone and then by mail.

Lost items: Price of the book plus \$5.00 processing fee.

Fines and fees for late and/or damaged materials: 25¢/day/item. If damaged item is unable to be circulated any longer, price of the book plus \$5 processing fee is charged.

Billing information: Payment made at/to library. Failure to pay results in loss of privileges.

Grande Prairie Public Library (Peace Library System)

Contact: Lisa Ryan, Administrative Librarian

E-mail: gppl@gppl.peacelibrarysystem.ab.ca

Mailing address: #101, 9839 - 103 Avenue, Grande Prairie, AB T8V 6M7

Phone: 780-532-3582

Fax: 780-538-4983

Hours of operation: Closed Monday, Open 10am-9pm

Tues.-Thurs., 10am-6pm

Fri.-Sat. 1-5 p.m. Sunday

Acceptable ID when borrowing items: Driver's license, cheques with correct address, envelopes, bills with correct address.

Loan periods: 3 weeks for most items, special loan periods for Audiovisual materials and holiday

books

Restrictions: Limit of 2 items on the same subject, by the same author or in a series. No borrowing of videos. No borrowing allowed if patron or anyone in patron's family has outstanding fines of over \$20.00. No access to ILL services

Renewals: Items may be renewed once provided they are not on hold for someone else. Phone renewals can be made but library membership number must be given over phone.. Renewal over Internet when available.

Address to be used for returns by mail: #101, 9839 - 103 Avenue, Grande Prairie, AB T8V 6M7

Address to be used for returns by courier: Same as mailing address with label stating COURIER clearly on package.

Overdue reminders: Notices 14 days after item is overdue.

Lost items: Cost of replacement of item plus a \$3.00 processing fee.

Fines and fees for late and/or damaged materials: 20¢ per day for most adult materials. 5¢ per day for children's materials. 25¢ per day for audiovisual material, ILL and reference material.

Billing information: Interac is not available. Fines usually collected on site. Will accept cheques with 2 pieces of identification. Failure to pay results in loss of borrowing privileges and being sent to credit bureau when replacement cost is over \$20.00.

Grant MacEwan College, Library

Contact: Margaret LaRiviere, Borrower Services Manager

E-mail: LaRiviereM@Macewan.ca

Mailing address: Grant MacEwan Community College Learning Resources Centre, PO Box 1796, Edmonton, AB T5J 2P2

Street address: Grant MacEwan Community College Learning Resources Centre, Room 7-203, 10700 104 Avenue, Edmonton, AB T5J 4S2

Phone: (780) 497-5852

Fax: (780) 497-5895

Hours of operation: City Centre Campus Hours –

Fall and Winter: Mon. – Thurs. 7:30 a.m. – 11 p.m.

Fri. 7:30 a.m. – 7 p.m.

Sat. 10 a.m. – 5 p.m.

Sun. 10 a.m. – 9 p.m.

Spring: Mon. – Thurs. 8 a.m. – 8 p.m.

Fri. 8 a.m. – 4:30 p.m.

Sat 10 a.m. – 4 p.m.

Sun. 8 a.m. – 4 p.m.

Summer: Mon. – Thurs. 8 a.m. – 4:30 p.m.

Fri. 8 a.m. – 4:30 p.m.

Sat. & Sun. Closed

For Branch hours, call: Jasper Place (780) 497-4346; Mill Woods (780) 497-4054; Alberta College 633-3738

Acceptable ID when borrowing items: Driver's license (or anything with picture ID). Library Card from home library

Loan periods: Books, Leisure paperbacks, Juvenile, ESL, Maps, Pamphlets, Audiocassettes, Computer Software 3 weeks.

Restrictions: 5 items on concurrent loan. Suspension of borrowing if any item overdue or fine amount outstanding. IN HOUSE USE ONLY: Videos, scores, Reference Collection, music CDs, legal collection, periodical collection, Gov. Doc/Statistics Collection. NO BORROWING OR IN HOUSE USE: Art slides, reserve collection, Computers, (Learner Centre), Skills Centre Services, Group use Rooms, A/V equipment (Portable). NO authentication for Internet based resources.

Renewals: No renewals.

Address to be used for returns by mail: Grant MacEwan Community College Learning Resources Centre, Room 7-203, 10700 104 Avenue, Edmonton, AB T5J 4S2

Address to be used for returns by courier: As above

Overdue reminders: Printed receipt, notice sent by email or postal mail when overdue.

Lost items: When an item is 30 days overdue it is considered lost and patron is billed replacement

cost plus non-refundable \$25.00 processing fee. Replacement cost is refunded if item is returned within 6 months.

Fines and fees for late and/or damaged materials: Fines are \$1.00 /day /item. If item is damaged beyond repair, patron will be billed as for lost material.

Billing information: Bills due at time of issue. Payment can be made at any branch of GMCC. Failure to pay will result in The Alberta Library being notified.

Additional information: GMCC will place a restriction on patron's card if we are advised patron is delinquent at another participating library. We would appreciate being able to do the same if the situation is reversed.

Granum Library (Chinook Arch Regional Library System)

Contact: Linda DeMaere

E-mail: N/A

Mailing address: Box 300, Granum, AB T0L 1A0

Phone: (403) 687-3912

Fax: (403) 687-3912

Hours of operation: Mon and Wed. 3:30 – 8 p.m.

Fri. 3:30 – 6 p.m.

Acceptable ID when borrowing items: Home library card and photo ID with current address.

Loan periods: 3 weeks

Restrictions: Videos, reference materials and literacy collection unavailable for loan. Borrowing privileges suspended when fines reach or exceed \$10.

Renewals: One renewal per item, in person, by phone or by e-mail.

Address to be used for returns by mail: Box 300, Granum, AB T0L 1A0

Address to be used for returns by courier: Chinook Arch Regional Library, 2902 7th Avenue North, Lethbridge, AB T1H 5C6

Overdue reminders: E-mail or mail notice.

Lost items: Considered lost at 100 days after original due date.

Fines and fees for late and/or damaged materials: No fines. Damaged items are assessed replacement cost.

Billing information: Payment information will appear on notices sent to patrons. Payment may be made in person or by mail to any Chinook Arch library. Failure to pay when charges are at or over \$10 results in suspension of privileges.

Grimshaw Public Library (Peace Library System)

Contact: Linda Chmilar, Librarian

E-mail: agwmlibrary@telusplanet.net

Mailing address: Box 588, Grimshaw, AB T0H 1W0

Street address: 5007 Bing Avenue

Phone: (780) 332-4553

Fax: (780) 332-1250

Hours of operation: Tues., Wed., and Fri. 12 – 5

Thurs. 10:30 a.m. – 9 p.m.

Sat. 1 – 5.

Acceptable ID when borrowing items: Driver's license and phone number.

Loan periods: Current best sellers 2 weeks, non renewable. Other materials 2 weeks, can be renewed.

Restrictions: Limit of 5 items per membership can be checked out at a time. Video and reference materials are not available to ALC borrowers.

Renewals: Renewals permitted on all items except current bestsellers, by phone, in person, or by e-mail, with proper ID.

Address to be used for returns by mail: Grimshaw Public Library, Box 588, Grimshaw, AB T0H 1W0

Address to be used for returns by courier: Grimshaw Public Library, 5007 Bing Avenue (Elks Hall) Grimshaw, AB

Overdue reminders: Will mail overdue notices, twice, and then by phone if necessary, giving them one month from due date to return books or make arrangements with us.

Lost items: After 3 notices, we will request the replacement cost of the books.

Fines and fees for late and/or damaged materials: 10¢ a day per book. Damaged materials are replacement cost of the material.

Billing information: Payment may be made by cheque or money order to our library. Loss of library privileges for failure to pay.

Grassy Lake Public Library (Chinook Arch Regional Library)
(policies coming soon)