

**Chesterfield Township Library
Circulation Policy - Attachment A**

Material Type	Request a Hold	Limit per card	Loan Period in Days	Autorenewal Limit
Book	Yes	None	21	2
Books - New	CHE patrons only	None	21	2
Book Club in a Bag	Yes	None	42	No renewals
Audiobooks	Yes	None	21	2
Audiobooks - New	CHE patrons only	None	21	2
CDs	Yes	None	7	2
CDs - New	CHE patrons only	None	7	2
DVDs - New	CHE pickup/patrons only	2	3	No renewals
DVDs - 7-days	Yes	None	7	2
DVDs - 21-days	Yes	None	21	2
Video Games	CHE patrons only	2	7	2
Juvenile Kits	Yes	None	21	2
Periodicals / Magazines	Yes	None	7	2
Library of Things	Request a Hold	Loan Period in Days		Autorenewal Limit
American Girl Dolls	CHE pickup/patrons only	21		2
Art Journals	CHE pickup/patrons only	21		2
Board Games	CHE pickup/patrons only	21		No renewals
Crafting	CHE pickup/patrons only	21		No renewals
Cricut	CHE pickup/patrons only	7		No renewals
Ghost Hunting Kit	CHE pickup/patrons only	7		No renewals
Literacy Kits	CHE pickup/patrons only	21		2
Memory Care Kits	CHE pickup/patrons only	21		2
Metal Detector	CHE pickup/patrons only	21		No renewals
Movie Screen	CHE pickup/patrons only	7		No renewals
Instant Camera	CHE pickup/patrons only	7		No renewals
Instruments	CHE pickup/patrons only	21		No renewals
Science & Technology	CHE pickup/patrons only	7		2
STEM Kits	CHE pickup/patrons only	21		2
Telescope	CHE pickup/patrons only	7		No renewals
Equipment	Request a Hold	Limit per card	Loan Period in Days	Autorenewal Limit
Chromebook	CHE pickup/patrons only	1	7	0
Oculus Quest 2	CHE pickup/patrons only	1	7	0
Wi-fi hotspot	CHE pickup/patrons only	1	21	2

Adopted July 8, 1997 Chesterfield Township Library Board of Trustees
Revised September 21, 2021
Revised November 2024