Patrons must present a valid RCPL library card, in good standing, to check out materials. A valid RCPL Library Card in “Good Standing” means no billed items and patron owes less than $5.00.

Library materials are circulated according to set time periods for each of the following categories:

Books of any format:

3 weeks with 2 renewals, if the book is not on hold.

Books in demand (new books less than 3 months old, best sellers, etc.):

1, 2, or 3 weeks (as determined by Branch Manager or designee), with no renewal

Magazines:

Current magazines cannot be checked out, back issues of magazines can be checked out for 1 week with 2 renewals.

Records, compact discs, vertical file materials:

1 week with 2 renewals.

Videos of any format and Playviews:

7 Days with one renewal.

Interlibrary Loans:

As indicated on each book or ILL form.
Reference Books or books marked material not for circulation:

Cannot be checked out (unless otherwise determined by Branch Manager or designee)