

## FAX POLICY

The library will send a fax for patrons at a cost of \$2.00 for the first page and \$1.00 for each page thereafter. To receive a fax, the charge will also be \$2.00 for the first page and \$1.00 for each page thereafter.

Interlibrary loan requests received via fax will be accepted and filled. However, requested items will be sent through normal request channels. (Delivery van pick-up or U.S. mail). If a written response or a number of copied pages is needed to fill the request, the library may fax the response to the requesting library. Only under special circumstances will the Thorp Public Library send requests via fax.