

# LOCAL LENDING POLICES FOR ALBERTA LIBRARY CARD BORROWERS

## Libraries H - L

### **Hanna Municipal Library** (Marigold Library System)

Contact: Mary W. McKay

E-mail: [library@hanna.ca](mailto:library@hanna.ca)

Mailing Address: Box 878, Hanna, AB, T0J 1P0

Phone: (403) 854-3865

Fax: (403) 854-2772

Hours of Operation: Mon - Fri 9 a.m.-5 p.m.,  
Thurs 5-8 p.m.  
Sat 2-4 p.m.

Acceptable ID when borrowing items: TAL card and 1 piece photo ID

Loan Period: 3 weeks

Restrictions: 5 books plus 2 Audiovisual

Renewals: 1 renewal (available on-line)

Return Items: Mail to above address: Gov't Courier

Overdue reminders: mail or phone

Lost items: Replacement plus \$5 fee

Fines: \$.10 per day

Billing information: Make payable to the Hanna Municipal Library

### **Hardisty Municipal Library** (Parkland Regional Library)

Contact: Trudy Vickerman, Librarian

E-mail: [hardp@telusplanet.net](mailto:hardp@telusplanet.net)

Mailing address of library: General Delivery, Hardisty, AB T0B 1V0

Street address: 5027 50 St.

Phone: (780) 888-3947

Fax:

Hours of operation: Tues. 10:30 a.m. – 3:30 p.m.  
Wed. 12 p.m. – 5 p.m. and 7 – 9 p.m.  
Sat. 1- 4 p.m.  
Summer (July and August) Tues. – Fri. 9 – 5  
Wed. 7 - 9

Acceptable ID when borrowing items: Driver's license/major credit card.

Loan periods: 3 weeks

Restrictions: 5 items only. Books only

Renewals: One renewal for 3 weeks. In person, by phone or e-mail.

Address to be used for returns by mail: General Delivery, Hardisty, AB T0B 1V0

Address to be used for returns by courier: 5027 50 Street.

Overdue reminders: By mail

Lost items: Replacement cost plus \$5.00 handling fee.

Fines and fees for late and/or damaged materials: No fines. If damage is not repairable, replacement cost.

Billing information: Payment made at Hardisty Library. Failure to pay may result in loss of borrowing privileges.

### **Hay Lakes Municipal Library** (Parkland Regional Library)

Mailing Address: Box 69, Hay Lakes, AB T0B 1W0

Phone: (780) 878-3804

**Hays Public Library** (Chinook Arch Regional Library)  
(policies coming soon)

**Heisler Municipal Library** (Parkland Regional Library)

Contact: Gail Fuechtmann, Librarian

E-mail: [aplen75@telusplanet.net](mailto:aplen75@telusplanet.net)

Mailing address: Box 111, Heisler, AB T0B 2A0

Street address:

Phone: (780) 889-2263

Fax: (780) 889-2280

Hours of operation: Tues. 6 – 9 p.m.

Thurs. 2 – 5 p.m.

Sat. 1 – 3 p.m.

Acceptable ID when borrowing items: Driver's license

Loan periods: 4 weeks

Restrictions:

Renewals: Renewals by phone or in person.

Address to be used for returns by mail: Box 111, Heisler, AB T0B 2A0

Address to be used for returns by courier: 127 Mainstreet, Heisler, Ab T0B 2A0

Overdue reminders: By phone

Lost items: Considered lost after 60 days. Total amount of item charged.

Fines and fees for late and/or damaged materials: 25¢/day

Billing information: Payable at Heisler Municipal Library

**High Level Municipal Library** (Peace Library System)

Contact: Sheryl Pelletier, Librarian

E-mail: [ahllibrary@telusplanet.net](mailto:ahllibrary@telusplanet.net)

Mailing address: PO Box 1380, High Level AB T0H 1Z0

Street address: 9907 100 Avenue, High Level

Phone: (780) 926-2097

Fax: (780) 926-4268

Hours of operation: Sept. – April: closed Mondays

Tues. – Thurs. 9:00 a.m. – 7:00 p.m.

Fri. 9 – 9

Sat 11-5

Sun 1 – 4.

May – August: Closed Mondays

Tues. – Fri. 9:00 a.m. – 9:00 p.m.

Sat 11-5; Sun 1 – 4.

Acceptable ID when borrowing items: Picture ID -- Student ID, Driver License.

Loan periods: 3 weeks.

Restrictions: 1 renewal for 3 weeks. Limit of 5 items. No video loans. No more than 2 books on same subject. All fines must be paid before new items are signed out.

Renewals: One renewal of three weeks, by phone or e-mail

Address to be used for returns by mail: PO Box 1380, High Level AB T0H 1Z0

Address to be used for returns by courier:

Overdue reminders: 3 notices plus one letter.

Lost items: An item is considered lost after two months. Accumulated fines plus a loss fee of \$5.00 per item, in addition to full cost of book.

Fines and fees for late and/or damaged materials: 25¢ per day.

Billing information: Upon receipt of letter, payment should be made by mail or in person. Blacklisting or possible collection agency follow up (currently under consideration).

**High Prairie Municipal Library** (Peace Library System)

Contact: Janet Lemay, Head Librarian

E-mail: [ahpmlibrary@telusplanet.net](mailto:ahpmlibrary@telusplanet.net)

Mailing address: Box 890, High Prairie, AB T0G 1E0

Street address: 5300 49 Street, High Prairie

Phone: (780) 523-3838

Fax: (780) 523-3838

Hours of operation: Mon. 5 – 9 p.m.

Sun. 1 – 5 p.m.

Tues., Fri. and Sat. 10:30 a.m. – 5:30 p.m.

Wed. and Thurs. 10:30 am – 9 p.m.

July and August: Closed Thurs. 5:30 – 9 p.m. and Sun. 1 – 5 p.m.

Acceptable ID when borrowing items: Picture ID

Loan periods: 4 weeks maximum

Restrictions: Books only. One renewal. Not available: videos, audio books. Privileges suspended on unpaid bills. Patrons under 18 must be accompanied by an adult.

Renewals: One renewal permitted by phone or e-mail.

Address to be used for returns by mail: High Prairie Municipal Library, Box 890, High Prairie, AB T0G 1E0

Address to be used for returns by courier: Government courier: Box 890, High Prairie, AB T0G 1E0

Overdue reminders: By written notice, mail or e-mail.

Lost items: Considered lost after 56 days. Cost of book (replacement), \$3.00 processing, GST plus late fines.

Fines and fees for late and/or damaged materials: 10¢ per day to a maximum of \$5.00. Damage charges are \$2.00 if book can be used, or replacement costs.

Billing information: Bills are due immediately upon receipt. Payments made by money order or certified cheque; failure would result in cancellation of use at our library.

**High River Centennial Library** (Marigold Library System)

Contact: Deb Gardiner, Director

E-mail: [hrlibrary@highriver.net](mailto:hrlibrary@highriver.net)

Mailing address of library: 909 1st Street W, High River, AB T1V 1A5

Phone: (403) 652-2917

Fax: (403) 652-7203

Hours of operation: Mon - Fri. 10 a.m. – 8 p.m.

Sat. 10 a.m. – 4 p.m. Closed Saturdays of long weekends.

Acceptable ID when borrowing items: TAL Card and contact information

Loan periods: 3 weeks

Restrictions: Borrowing privileges blocked if fines exceed \$20.00. Some items designated reference and are for in-house use only.

Renewals: Max 2 Renewals for 3 weeks if no request on item. Renewal by phone or in person.

Address to be used for returns by mail: 909 1st Street W, High River, AB T1V 1A5

Address to be used for returns by courier: As above

Overdue reminders: Phone call 6 days after due date.

Lost items: Considered lost at 42 days overdue. Cost of book is charged.

Fines and fees for late and/or damaged materials: 10¢/day/item. Lost or damaged items: the fine is the cost of the item.

Billing information: Bills mailed if fine not paid at the library. Fines may be paid in person or by mail.

**Hines Creek Municipal Library** (Peace Library System)

Contact: Lorraine Brauer, Librarian

E-mail:

Mailing address: Box 750 Hines Creek AB T0H 2A0

Street address:

Phone: (780) 494-3879

Fax: (780) 494-3605

Hours of operation: Wed. and Fri. noon – 6:00  
Acceptable ID when borrowing items: Library Card.  
Loan periods: 3 weeks  
Restrictions: 5 books/person  
Renewals: Either bring books in to be restamped or call and request.  
Address to be used for returns by mail: Box 750 Hines Creek AB T0H 2A0  
Address to be used for returns by courier: 212 10<sup>th</sup> Street, Hines Creek, AB  
Overdue reminders: By phone or written reminder  
Lost items: Replacement cost.  
Fines and fees for late and/or damaged materials: 10¢ per library day up to \$1.00.  
Billing information: Payments to Hines Creek Municipal Library, Box 750 Hines Creek AB T0H 2A0.  
Library membership revoked if bills unpaid.

**Hinton Municipal Library** (Yellowhead Regional Library)

Contact: Hetty Wilderdijk, Librarian  
E-mail: [hettwild@gyrd.ab.ca](mailto:hettwild@gyrd.ab.ca) or [interlib@gyrd.ab.ca](mailto:interlib@gyrd.ab.ca)  
Mailing address: 803 Switzer Drive, Hinton, AB T7V 1V1  
Phone: (780) 865-2363  
Fax: (780) 865-4292  
Hours of operation: Mon – Thurs. 10 a.m. – 8 p.m.  
Fri. 10 a.m. – 5 p.m.  
Sat and Sun. noon – 4 p.m.  
Closed Sat. and Sun. during July and August.

Acceptable ID when borrowing items: Driver's license  
Loan periods: 3 weeks for books; 10 days for videos.  
Restrictions: Borrower must be in good standing to borrow items – no outstanding fines or overdue materials.  
Renewals: One renewal, in person, by phone, fax or e-mail, unless item is reserved.  
Address to be used for returns by mail: 803 Switzer Drive, Hinton, AB T7V 1V1  
Address to be used for returns by courier: As above  
Overdue reminders: By phone, fax or e-mail.  
Lost items: Replacement value plus \$5 processing fee.  
Fines and fees for late and/or damaged materials: 10¢/day for books, 25 cents/day for videos.  
Damaged material will be rated on an individual basis.  
Billing information: Bills due in 30 days. Failure to pay results in all privileges being withheld.

**Holden Municipal Library** (Northern Lights Library System)

Contact: Sandy Kluczny, Chief Library Clerk  
E-mail: [AHOMpublib@telusplanet.net](mailto:AHOMpublib@telusplanet.net)  
Mailing address: Box 26, Holden, AB T0B 2C0  
Street address:  
Phone: (780) 688-3838  
Fax: (780) 688-2091  
Hours of operation: Sept. – June: Tues. 10:30 a.m. – 5 p.m.  
Thurs 6 – 9 p.m.  
Sat. 10 a.m. – 1 p.m.  
July – Aug: Mon. 1 – 5 p.m.  
Tues. 10 a.m. – 5 p.m.  
Wed. 1 – 5 p.m.  
Thurs. 1- 5 p.m. and 6 – 9 p.m.  
Fri. 1 – 5 p.m.  
Sat. 10 a.m. – 1 p.m.

Acceptable ID when borrowing items: The Alberta Library Card/TRAC Card  
Loan periods: 2 weeks  
Restrictions: 5 items checked out at any one time.  
Renewals: 2 renewals of 2 weeks, in person or by phone.

Address to be used for returns by mail: Box 26, Holden, AB T0B 2C0

Address to be used for returns by courier:

Overdue reminders: Reminder notice by mail, followed by overdue letter.

Lost items: Considered lost if not returned after second overdue letter sent. Replacement cost charged.

Fines and fees for late and/or damaged materials: According to library policy: Damaged material that cannot be resolved: replacement cost. Fines are 10¢/opening day to a maximum of \$5.00.

Billing information: Payments to Holden Municipal Library, Box 26, Holden, AB T0B 2C0.

Consequences are no more borrowing privileges until member is in good standing again.

### **Hussar Municipal Library** (Marigold Library System)

Contact: Myrtle Pentelchuk, Librarian

E-mail: [AHUMLibrary@telusplanet.net](mailto:AHUMLibrary@telusplanet.net)

Mailing address of library: General Delivery, Hussar, AB T0J 1S0

Street address:

Phone: (403) 787-3788

Fax: (403) 787-3922

Hours of operation: Last week in August to June 30: Tues. 12 noon – 5 p.m., 6:30 – 8:30 p.m.

Thurs. 12 noon – 4 p.m.

July and August: Tues. 9 a.m. – 1 p.m.

open 6:30 – 8:30 p.m. every second Tues.

Acceptable ID when borrowing items: membership card from participating library (with expiry date of card). One item of ID if out of area and unknown. Addresses will be required for local library use.

Phone numbers will be required.

Loan periods: 3 weeks

Restrictions:

Renewals: One renewal of 3 weeks, with more permitted at librarian's discretion. Renewals in person or by phone. Policy on renewal by e-mail not currently established.

Address to be used for returns by mail: General Delivery, Hussar, AB T0J 1S0

Address to be used for returns by courier: Hussar Municipal Library, c/o Hussar School, Hussar, AB

Overdue reminders: By mail or phone

Lost items: After 2 months or less overdue, a bill will be sent. Contacts made in the interim. Value of book new or a portion of cost, determined by librarian.

Fines and fees for late and/or damaged materials: 10¢/week/item. Board considering new fine schedule for Alberta Library Card borrowers from outside the system.

Billing information: Payment made to Hussar Library, by mail or in person. Borrowing will cease if unpaid bills exist.

Additional information: Borrowers will register with the Hussar Municipal Library.

### **Hythe Municipal Library** (Peace Library System)

Contact: Karen Bass, Librarian

E-mail: [ahymlibrary@telusplanet.net](mailto:ahymlibrary@telusplanet.net)

Mailing address: Box 601, Hythe, AB T0H 2C0

Street address: 10013 100 Street

Phone: (780) 356-3014

Fax: same

Hours of operation: Tue. 9:30 – 5 p.m.

Thurs. 11 – 5 and 5 – 9

Fri. 9:30 – 5. (June – August also open Wed. 9:30 – 5)

Acceptable ID when borrowing items: Driver's license preferred, or other picture ID

Loan periods: 3 weeks

Restrictions:

Renewals: One renewal if no holds, by phone or e-mail

Address to be used for returns by mail: Hythe Municipal Library, Box 601, Hythe, AB T0H 2C0

Address to be used for returns by courier: Hythe Municipal Library, 10013 100 Street. Returns may also be made to Hythe Municipal Library c/o Peace Library System, 8301 110 Street, Grande Prairie,

AB T8W 6T2 (Government courier).

Overdue reminders: Notice sent directly to borrower by mail (or e-mail). No response will lead to contacting home library.

Lost items: Replacement cost of the book plus \$2.00 for processing charges.

Fines and fees for late and/or damaged materials: Late: 5¢/book/day. Damaged: same as lost if very bad.

Billing information: Bills are due upon receipt. Payment to be made (in person or by mail) to the lending library (Hythe). Failure to pay will result in loss of borrowing privileges.

**Innisfail Public Library** (Parkland Regional Library)

Contact: Colleen Hayden, Head Librarian

E-mail: [mortene@telusplanet.net](mailto:mortene@telusplanet.net)

Mailing address: 4949 49<sup>th</sup> Street, Innisfail, AB T4G

Phone: (403) 227-4407

Fax: (403) 227-3122

Hours of operation: Mon. 1 – 5:30 p.m.

Tues. 12 – 5:30 p.m.; 7 – 9 p.m.

Wed. 9:30 - 5:30

Thurs. 1 – 5:30 p.m., 7 – 9 p.m.

Fri. 12 – 5:30 p.m.

Sat. 1 – 5:30 p.m.

Summer hours (June, July, August): Mon. Closed

Tues. 12 – 5:30 p.m.; 7 – 9 p.m.

Wed. 9:30 - 5:30

Thurs. 1 – 5:30 p.m.

Fri. 12 – 5:30 p.m.

Sat. 1 – 5:30 p.m.

Acceptable ID when borrowing items: Presently, a valid library card is acceptable ID. We do not require ID to purchase our own library membership.

Loan periods: 3 weeks plus travel time.

Restrictions: Limit of 5 items checked out. Our library members have first choice at best sellers. Privileges block to individual due to unreturned material/unpaid bills.

Renewals: One renewal unless on reserve, in person or by phone.

Address to be used for returns by mail: Innisfail Public Library, 4949 49<sup>th</sup> Street, Innisfail, AB T4G

Address to be used for returns by courier: same

Overdue reminders: Phone call to system or a list through the mail or fax or e-mail to system.

Lost items: Considered lost when patron tells us book is lost or when patron membership has expired and book is still on their record. Cost of item with some regard of age is charged.

Fines and fees for late and/or damaged materials: 15¢/day/book. One day grace.

Billing information: Bills are due upon receipt at the library. Blocking of borrowing privileges until bill paid.

**Irricana Municipal Library** (Marigold Library System)

Contact: Nancy Vance, Librarian

E-mail: [Ailibrary@telusplanet.net](mailto:Ailibrary@telusplanet.net)

Mailing address of library: PO Box 299, Irricana, AB T0M 1B0

Street address: 302 – 2<sup>nd</sup> Avenue in Irricana Recreation/Curling Complex

Phone: (403) 935-4818

Fax: 403 -935-4270 (town office)

Hours of operation: Tues. 1 p.m. – 8 p.m.

Wed. 1 p.m. – 8 p.m.

Thurs. 1 p.m. – 8 p.m.

Sat. 11 a.m. - 4 p.m.

Acceptable ID when borrowing items: Valid library card from home library. Need telephone number.

Loan periods: 3 weeks. Borrowers may request a longer loan when book is checked out.

Restrictions: Privileges restricted if overdue books.

Renewals: By phone or in person. Possibility of renewal by e-mail at a later date.

Address to be used for returns by mail: PO Box 299, Irricana, AB T0M 1B0

Address to be used for returns by courier: Irricana Municipal Library, sent by Marigold courier or drop off at Point of View (post office)

Overdue reminders:

Lost items: After several months, replacement cost of item is billed.

Fines and fees for late and/or damaged materials: 10¢/day. Replacement cost if damaged.

Billing information: Bills due within a month of letter being sent. Payments to be made at the library. If not paid, borrower is contacted by phone.

### **Jarvie Community Library** (Yellowhead Regional Library)

Contact: Kim Klein, Librarian

E-mail: [kklein@phrd.ab.ca](mailto:kklein@phrd.ab.ca)

Mailing address: Box 119, Jarvie, AB T0G 1H0

Street address:

Phone: (780) 954-3935

Fax: (780) 954-3885

Hours of operation: Mon. – Fri. 8 a.m. – 4 p.m. Closed July and August unless otherwise contacted.

Acceptable ID when borrowing items: TAL Card, driver's license or birth certificate.

Loan periods: 2 weeks, unless other arrangements have been made.

Restrictions: Limit of 5 books.

Renewals: Renewals if not on reserve. In person preferred for close residents; phone or e-mail for long distances.

Address to be used for returns by mail: Box 119, Jarvie, AB T0G 1H0

Address to be used for returns by courier: Main Street, Jarvie

Overdue reminders: Sign posted

Lost items: When patron cannot find the book or it is one month overdue. Charges are dependent on the book.

Fines and fees for late and/or damaged materials: 50¢ per day. Charges for damaged materials depend on the extent of the damage.

Billing information: Payments made at the library. Failure to pay results in a list being posted and loss of privileges.

### **Jasper Municipal Library** (Yellowhead Regional Library)

Contact: Judy Krefting, Librarian

E-mail: [jlibrary@incentre.net](mailto:jlibrary@incentre.net)

Mailing address: Box 1170 Jasper, AB T0E 1E0

Street address: 500 Robson Street

Phone: (780) 852-3652

Fax: (780) 852-5841

Hours of operation: Mon. – Thurs. 11am - 9pm.

Fri. and Sat. 11am – 5pm

Acceptable ID when borrowing items: Picture ID such as driver's license, passport, Alberta Liquor Control Board ID card.

Loan periods: 3 weeks, videos are one week

Restrictions: 5 items may be borrowed at one time. Patron must be in good standing with their home library.

Renewals: One renewal if not on reserve, in person, by phone or by e-mail

Address to be used for returns by mail: Box 1170, 500 Robson Street, Jasper, AB T0E 1E0

Address to be used for returns by courier: As above

Overdue reminders: By mail.

Lost items: Considered lost at 30 days overdue. Replacement value plus \$2 charged.

Fines and fees for late and/or damaged materials: 10¢ per day per book to a maximum of \$5. \$1 per day for videos to a maximum of \$10.

Billing information: Bill due upon receipt. Payment made to the Jasper Municipal Library. Failure to do so results in the revoking of all privileges.

**Keg River Community Library** (Peace Library System)

Contact: Janice Freeman, Librarian and Secretary Treasurer

E-mail:

Mailing address: Box 3, Keg River, AB T0H 2G0

Street address:

Phone: (780) 981-2262

Fax: same as phone

Hours of operation: 7 – 9 p.m. Tuesdays and upon request.

Acceptable ID when borrowing items:

Loan periods: 1 month

Restrictions: Unlimited borrowing unless return problem. Borrowing ceases when too many articles are out.

Renewals: Renewals except when there is another request for the item, in person or by phone.

Address to be used for returns by mail: Keg River Community Library, Box 3, Keg River, AB T0H 2G0

Address to be used for returns by courier: Boxes are at the Keg River Cabins.

Overdue reminders: Phone call or mail

Lost items: Replacement value.

Fines and fees for late and/or damaged materials: Fees only for lost or damaged goods.

Billing information:

**Keyano College Library**

Contact: David Larsen

E-mail: [david.larsen@keyano.ca](mailto:david.larsen@keyano.ca)

Mailing address: 8115 Franklin Avenue, Fort McMurray, AB T9H 2H7

Street address:

Phone: (780) 791-4917

Fax: (780) 791-4935

Hours of operation: Mon. – Thurs. 7:45 a.m. – 9 p.m.

Fri. 7:45 a.m. – 4:30 p.m.

Sat. and Sun. 12 noon – 4 p.m.

July and August: Mon. – Fri. 8 a.m. – 4:30 p.m.

Acceptable ID when borrowing items: Alberta driver's license

Loan periods: 2 weeks.

Restrictions: 5 books at any given time. No loan of videos, CDs, magazines or reference items. No Internet access.

Renewals: One renewal in person only.

Address to be used for returns by mail: 8115 Franklin Avenue, Fort McMurray, AB T9H 2H7

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

Overdue reminders: 3 notices will be sent.

Lost items: \$30.00 handling fee plus current price of book (In Books in Print) plus GST.

Fines and fees for late and/or damaged materials: 25¢/day/item. Damaged materials: cost of material plus GST plus \$30.00 handling fee.

Billing information: Billing is done after 3 overdue notices. Failure to return materials or to pay will result in sending the bill to a collection agency.

**Killam and District Municipal Library** (Parkland Regional Library)

Contact: Karen Auburn, Librarian

E-mail: [aplen84@telusplanet.net](mailto:aplen84@telusplanet.net)

Mailing address: Box 329, Killam, AB T0B 2L0

Street address: 5017 49 Avenue

Phone: (780) 385-3032

Fax: (780) 385-3698

Hours of operation: Mon. – Fri. 8:30 a.m. – 12 noon; 12.30 – 4 p.m.

Sat. 10 a.m. – 12 noon. Summer hours vary.

Acceptable ID when borrowing items: TAL Card and personal ID

Loan periods: 3 weeks

Restrictions: 5 books at a time. No loan of A/V, magazines or reference materials.

Renewals: One renewal, in person or by phone, for 3 weeks if no reserves on item.

Address to be used for returns by mail: Box 329, Killam AB T0B 2L0

Address to be used for returns by courier:

Overdue reminders: By mail or e-mail

Lost items: Considered lost after 8 weeks. Replacement cost plus \$2.00 handling fee.

Fines and fees for late and/or damaged materials: 5¢/day/item. Damaged items: replacement cost.

Billing information: Payment made at Killam Library. Failure to pay may result in loss of borrowing privileges.

**Kinuso Municipal Library** (Peace Library System)

Mailing Address: Box 60, Kinuso, AB T0G 1K0

Phone: (780) 775-3694

**La Glace Public Library** (Peace Library System)

Mailing Address: Box 209, La Glace, AB T0H 2J0

Phone: (780) 568-4696

**Lac La Biche - Stuart MacPherson Public Library (Lac La Biche & District Public Library)**

Contact: Lac La Biche & District Public Library

E-mail: for interlibrary loans – [ill@stuartmacphersonlibrary.ca](mailto:ill@stuartmacphersonlibrary.ca) other [asstlibrarian@stuartmacphersonlibrary.ca](mailto:asstlibrarian@stuartmacphersonlibrary.ca)

Mailing address: Box 2039, Lac La Biche, AB T0A 2C0

Street address:

Phone: (780) 623-7467

Fax: (780) 623-3510

Hours of operation:

Mondays & Wednesdays	10 am to 8 pm
Tuesdays & Thursdays	12 am to 8 pm
Fridays	10 am to 6 pm
Saturday	10 am to 4 pm
Sunday	12 am to 4 pm

Acceptable ID when borrowing items: TAL Card or Photo ID

Loan periods: 3 weeks for books, 1 week for videos

Restrictions: Limit of 7 items to be taken out.

Renewals: Yes, unless a reserve has been placed.

Address to be used for returns by mail: Stuart MacPherson Public Library, Box 2039, Lac La Biche, AB T0A 2C0

Address to be used for returns by courier: Stuart MacPherson Public Library, Box 7, Provincial Building Lac La Biche, AB T0A 2C0 (Government courier)

Overdue reminders: Borrowers contacted either by phone, letter mail, or e-mail

Lost items: An item is considered to be lost when it has not been returned 3 months since the past due date. The library charges a replacement fee.

Fines and fees for late and/or damaged materials: \$ 0.25/day for book materials etc., \$1.00/day for videos. For damaged materials, the library charges a replacement fee.

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

**Lacombe Public Library** (Parkland Regional Library)

Contact: Tammy McLeay, Head Librarian

E-mail: [lpl@wolfcreek.ab.ca](mailto:lpl@wolfcreek.ab.ca)

Mailing address: Suite #6, 5033 52 Street, Lacombe, AB T4L 2A6

Phone (403) 782-2433

Fax: (403) 782-3329

Hours of operation: Mon 12 p.m. – 5 p.m.

Tues 12 p.m. – 8:30 p.m.  
Wed. 10 a.m. – 5 p.m.  
Thurs. 12 p.m. – 8:30 p.m.  
Fri. 10 a.m. – 5 p.m.  
Sat. 12 p.m. - 5 p.m.

Acceptable ID when borrowing items: Driver's License, Credit Card, Birth Certificate

Loan periods: 3 weeks

Restrictions: 5 books only (no other materials). Membership suspended and non-renewable for unpaid bills.

Renewals: No renewals.

Address to be used for returns by mail: Suite #6, 5033 52 Street, Lacombe, AB T4L 2A6

Address to be used for returns by courier: Same

Overdue reminders: By telephone and by mailed notices

Lost items: Cost of replacement

Fines and fees for late and/or damaged materials: Overdues 50¢/day/item, maximum – cost of book.

Damaged: cost of replacement.

Billing information: Bills are due immediately. Payment mailed/dropped off to Lacombe Public Library (made out to Lacombe Public Library). Failure to pay – loss of borrowing privileges, non renewable membership.

### **Lakedell Area Public Library (Yellowhead Regional Library)**

Mailing Address: RR #1, Westeros, AB T0C 2V0

Phone: (780) 586-2246

Fax: (780) 586-2235

### **Lakeland College Library**

Contact: Wanjiku Kaai, Public Services Librarian (Vermilion Campus) and Margo Till-Rogers, Public Services Librarian (Lloydminster Campus)

E-mail: Wanjiku.Kaai@lakelandc.ab.ca

Mailing address: 5707-47 Avenue W. Vermilion AB T9X 1K5, Learning Resource Centre, Lakeland College, Lloydminster, AB T9V 1Z3

Phone: (780) 853-8731 (Vermilion) and (780) 871-5796 (Lloydminster Campus)

Fax: (780) 853-8662 (Vermilion)

Hours of operation: Mon. – Thurs. 8:15 a.m. – 10 p.m.

Fri. 8:15 a.m. – 4:30 p.m.

Sat/Sun. 1 – 5 p.m.

Summer: Mon. – Fri. 8:15 a.m. – 4:30 p.m.

Acceptable ID when borrowing items: Any 2 pieces of ID, preferably one with photo.

Loan periods: 2 weeks

Restrictions: 5 books. Books only. No loan of reference books, academic upgrading books, government documents, reserve materials. Patrons may not carry overdue fines or have overdue materials. Patrons must be 18 years or older.

Renewals: No renewals.

Address to be used for returns by mail: Bag 6600, 2602 59 Avenue, Learning Resource Centre, Lakeland College, Lloydminster, AB T9V 1Z3

Address to be used for returns by courier: Learning Resource Centre, Lakeland College, 2602 59 Avenue, Lloydminster, AB T9V 1Z3

Overdue reminders: Computer generated overdue notices will be sent in the mail.

Lost items: Minimum \$35 replacement cost; maximum \$200 replacement cost. Considered lost after 31 days overdue.

Fines and fees for late and/or damaged materials: 25¢ per book per day. Damaged: replacement value of book plus \$5 processing fee.

Billing information: Payment may be made in person or by cheque (Payable to Lakeland College) in the Learning Resource Centre on either the Vermilion or Lloydminster campus. Lakeland College may authorize a collection agent to collect overdue books, fines or replacement costs.

**Leduc Public Library** (Yellowhead Regional Library)

Contact: Louise Shah, Head Librarian

E-mail: [lshah@library.leduc.ab.ca](mailto:lshah@library.leduc.ab.ca)

Mailing address: 2 Alexander Park, Leduc, AB T9E 4C4

Phone: (780) 986-2637

Fax: (780) 986-3462

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

Fri. 10 a.m. – 5 p.m.

Sat. 10 a.m. – 5 p.m. (Sept – June), noon – 4p.m

(July and August); Sun. noon – 4 p.m.

(mid October to end April), closed May to mid October.

Acceptable ID when borrowing items: Driver's License, Alberta Health Card

Loan periods: 3 weeks

Restrictions: Books only; maximum 5 items at a time. Must be 18 or older. Privileges blocked if outstanding balance or \$5 or more.

Renewals: One renewal of 3 weeks, in person or by phone.

Address to be used for returns by mail: 2, Alexander Park, Leduc, AB T9E 4C4

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

Overdue reminders: By mail.

Lost items: Item is considered lost at 3 months overdue. Cost of item plus \$3 processing fee is charged.

Fines and fees for late and/or damaged materials: 10¢/day after one day of grace. If damaged beyond repair, charge is same as lost item.

Billing information: Bills paid to the library. Cash or cheque made out to City of Leduc. If outstanding balance is \$5 or more, borrowing privileges are suspended.

**Lethbridge Community College, Buchanan Library**

Contact: Kathy Lea, Manager Library Services

E-mail: [kathy.lea@lethbridgecollege.ab.ca](mailto:kathy.lea@lethbridgecollege.ab.ca)

Mailing address: 3000 College Drive S., Lethbridge, AB T1K 1L6

Phone: (403) 320-3356

Fax: (403) 320-1461

Hours of operation: Sept. – April 30: Mon – Thurs 7:30 a.m. – 9:45 p.m.

Fri. 7:30 a.m. – 4.45 p.m.

Sat. 1 – 4:45 p.m.

Sun. 1 – 6:15 p.m.

May: Mon. – Thurs. 8 – 7.45

Fri. 8 – 4:15.

June – Aug. Mon – Fri. 8 – 4:15.

Acceptable ID when borrowing items: Picture ID and must come with TAL Card

Loan periods: 2 weeks and one renewal possible for a total of 4 weeks

Restrictions: Only five items allowed at one time. No A/V Software loans. Must be member in good standing at home library. Must come in person to our library to exercise TAL privileges. Must present photo ID and TAL Card. TAL privileges not attributable to other family members

Renewals: One renewal per item, in person ONLY.

Address to be used for returns by mail: Home Library will return material by courier

Address to be used for returns by courier: Buchanan Library, Lethbridge Community College, 3000 College Dr. S., Lethbridge AB T1K 1L6

Overdue reminders: By phone or mail

Lost items: Cost to replace plus \$15.00 fee

Fines and fees for late and/or damaged materials: Books and paperbacks 25¢/day/item

Billing information: Payments in response to an invoice, to Buchanan Library, Lethbridge Community College, 3000 College Dr. S, Lethbridge, AB T1K 1L6. If no response to an invoice and the amount is over \$30, when 4 months have passed the matter is turned over to a collection agency.

**Lethbridge Public Library** (Chinook Arch Regional Library System)

Contact: Duncan Rand

E-mail: [drand@chinookarch.ab.ca](mailto:drand@chinookarch.ab.ca)

Mailing address: 810 5<sup>th</sup> Avenue South, Lethbridge, AB T1J 4C4

Phone: (403) 380-7341

Fax: (403) 329-1478

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

Sat. 9:30 a.m. – 5:30 p.m.

Sun. 1:30 – 5:30 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: 810 5<sup>th</sup> Avenue South, Lethbridge, AB T1J 4C4

Address to be used for returns by courier: Chinook Arch Regional Library, 2902 7<sup>th</sup> 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 print 25¢/day; adult/YA/juvenile cassettes, CDs, books on tape 25¢/day; adult/YA/juvenile videos \$2/day juvenile print 5¢/day; adult/YA/juvenile CD-ROM 25¢/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.

**Linden Municipal Library** (Marigold Library System)

Mailing Address: Box 120, Linden, AB T0M 1J0

Phone: (403) 546-3757

Fax: (403) 546-4220

**Lomond Community Library** (Chinook Arch Regional Library System)

Contact: Kate Koch, Librarian

E-mail: [lublom@chinookarch.ab.ca](mailto:lublom@chinookarch.ab.ca)

Mailing address: Box 290 Lomond, AB T0L 1G0

Street address: #2 Railway Ave, Lomond, AB T0L 1G0

Phone: (403) 792-3934

Fax: (403) 792-3934

Hours of operation: Mon. 5 p.m. – 8 p.m.

Tues. 10 a.m. – 5 p.m.

Wed. 10 a.m. – 2 p.m.

Thurs. 10 a.m. – 5:30 p.m.

Summer Hours

Mon. 1 p.m. – 8 p.m.

Tues. 10 a.m. – 5 p.m.

Wed. 10 a.m. – 5 p.m.

Thurs. 10 a.m. – 5:30 p.m.

Acceptable ID when borrowing items: Drivers License preferred, other picture ID may be acceptable.

Loan periods: 3 weeks for books and audio books, 1 week for videos.

Restrictions: DVD and reference collections 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 290 Lomond, AB T0L 1G0

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

Overdue reminders: E-mail, if an address has been provided.

Lost items: Considered lost when it has been missing for more than 6 months or the patron has deemed it a lost item. Charges for lost items include any overdue fines and the replacement value of the item.

Fines and fees for late and/or damaged materials: Adult/YA print 5¢/day; adult/YA/juvenile cassettes, CDs, books on tape 5¢/day; adult/YA/juvenile videos \$1/day juvenile print 2¢/day. Damaged items are assessed replacement cost.

Billing information: Payment may be made in person or by mail. TAL borrowing from the Lomond Community Library will be permanently revoked if fines and/or charges are not payed.

**Longview Municipal Library** (Marigold Library System)

Contact: Diane Rosvold, Library Manager

E-mail: [alomlibrary@marigold.ab.ca](mailto:alomlibrary@marigold.ab.ca)

Mailing address: Box 189, Longview, AB T0L 1H0

Street address: Village of Longview Office

Phone: (403) 558-3927

Fax:

Hours of operation: JULY AND AUGUST:

Tues. & Thurs. 11AM-5PM

Wed. & Fri. 11AM-3PM

Sat. 10AM-4PM

SEPTEMBER TO JUNE:

Tues. & Thurs. 11AM-5PM

Wed. 5PM-8PM

Fri. 5PM-8PM

Sat. 10AM-4PM

Acceptable ID when borrowing items: The Alberta Library Card. Policy in process of being developed.

Loan periods: 3 weeks.

Restrictions:

Renewals: In person, by phone or e-mail, if no one waiting for the book.

Address to be used for returns by mail: Box 189, Longview, AB T0L 1H0

Address to be used for returns by courier: Longview School, Longview, AB

Overdue reminders: By phone.

Lost items: Considered lost when not returned for a considerable time.

Fines and fees for late and/or damaged materials: Fines: 10¢ day for local users; policy for TAL borrowers being developed.

Billing information:

**Lougheed Public Library** (Parkland Regional Library)

Contact: Debra Smith (work: (780) 386 3970; home: (780) 386-3930)

E-mail: [aplen91@telusplanet.net](mailto:aplen91@telusplanet.net)

Mailing address: Box 179, Lougheed, AB T0B 2V0

Street address: 5004 50 Street, Lougheed, AB T0B 2V0

Phone: (780) 386 3970

Fax: (780) 386-2136 (Village of Lougheed)

Hours of operation: Sept. – June: Thurs. 9:30 – 11.30 a.m., 1 – 4:30 p.m., 7 – 9 p.m.

Fri. 1 – 4:30 p.m.

July and August: Mon – Fri. 9 am – 12 noon, 1 – 5 p.m.

Thurs. 7 – 9 p.m.

Acceptable ID when borrowing items: The Alberta Library Card and home library card.

Loan periods: 3 weeks

Restrictions: No loan of videos or audio cassettes. Borrowing privileges lost if unpaid lost books.

Renewals: Renewal if no waiting list for book. Renewals in person or by phone.

Address to be used for returns by mail: Box 179, Lougheed, AB T0B 2V0

Address to be used for returns by courier: 5004 50 Street, Lougheed, AB T0B 2V0

Overdue reminders: By mail.

Lost items: Newer items: cost of book + 10%. Older items: depends on condition of book when loaned.

Fines and fees for late and/or damaged materials: Fines are a donation. Damaged items: item assessed and if not repairable book must be paid for. Partial cost may be levied to pay for repairs.

Billing information: Payment to Loughheed Library. Borrowing privileges rescinded until payment is made.