

BIRMINGHAM PUBLIC LIBRARIES

CENTRAL LENDING DEPARTMENT

Ratcliff Place, Birmingham, 1

Telephone: MIDland 2948 (Three lines).
Extension 6

DAMAGE TO BOOKS.—Any damage to books will be charged for. Borrowers are requested to examine books on receiving them, and call attention to any fault, in order that *they* may not be charged for it.

TIME ALLOWED FOR READING IS 14 DAYS, including the day of issue. Books taken out on any day of the week are due back on the *same day* in the second week afterwards, and must be returned to the Libraries from which they have been borrowed.

RENEWALS.—Any book can be renewed by reporting the number of the book and the date of issue at the Library from which it was borrowed. Such renewal is for 14 days from the day on which the request for renewal is received. No book can be renewed more than once, except at the discretion of the Librarian, and not at all if a fine is owing.

FINES.—Borrowers will be fined **TWO PENCE** for each **WEEK** or portion of a week during which a book is detained beyond the time allowed for reading.

BORROWERS' TICKETS.—All borrowers are entitled to two tickets:

- (a) General Ticket (on which any book may be borrowed).
- (b) Second Ticket (available for all books except English Fiction).

Borrowers' tickets are available for use at any Library irrespective of the department from which they were issued, but no borrower is allowed to use more than one General and one Second Ticket at any one Library.

HOURS OF OPENING.—The Lending Department is open for the issue and return of books from 9 a.m. to 8 p.m. each week-day.

By order of the Committee,

F. J. PATRICK,
City Librarian.

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