

NCLD Inter-Library Loan POLICY

- 1) [Search JVBL's catalog](#) to see if JVBL owns the book
- 2) Complete the NCLD [Interlibrary Loan Request Form](#) found on the NCLD web site.

Requests must be made through the Interlibrary Loan Form. Emails and Access PA requests will not be filled.

NCLD pays for postage to and from your library.

- 3) JVBL doesn't own. The member libraries have two choices.
 - a) complete an ACCESS PA request on their own. (member library pays for postage)
 - b) submit the ACCESS PA request to JVBL through the [Interlibrary Loan Request Form](#) (NCLD pays for postage).

- 4) JVB nor any library in the state owns the title.
Submit request through [Interlibrary Loan Request Form](#) for OCLC processing.
(JVB pays for postage)

All ILL requests submitted via the form will be reviewed and processed in a maximum of 3 days.

Shipping and processing to member libraries can take 2-3 weeks, depending upon the response of the lending library.