

Interlibrary Loan Policy

Approved by the York County Library Board of Trustees on July 13, 2017

Last revised by the Library Board of Trustees on April 09, 2026

Interlibrary Loan (ILL) is a service that allows York County Library to borrow materials from libraries across the United States when they are not available in York County Library or through the SC LENDS consortium.

Who Can Borrow

- York County residents 18 years of age or older with accounts in good standing.

Requests

- To place a request, call the York County Library Reference Department at 803-981-5825, visit any branch, or email ycl.ill@yclibrary.org.
- A patron may have up to 5 active requests at once (including items you currently have checked out).
- Wait time can take anywhere from a few days to a month.

Loans - The lending library decides whether a request can be filled.

- What Can Be Borrowed
 - Fiction
 - Nonfiction
 - Audiovisual items (audiobooks, music, DVDs, Blu-ray)
 - Microfilm
- Items that may be difficult to borrow based on lending library's policies
 - New or popular books
 - Genealogy materials
 - Bestsellers
 - Rental items
- Items that cannot be borrowed
 - New items published within the last 6 months
 - Reference materials

Loan Periods and Renewals

- Due dates are set by the lending library.
- To request a renewal, call 803-981-5825. If approved, your account will be updated.
- Some items may be "in-library use only" and cannot be checked out.

Pickup and Returns

- Items may be picked up at any York County Library branch.
- ILL materials must be returned by hand to the main desk at any branch. Items may not be put in book drops.

Fees

- Some lending libraries charge fees; users will be notified beforehand.
- Fines are based on the due date assigned by the lending library.
- Users are responsible for any charges for lost or damaged items.
- York County Library charges \$2.00 for damage to the barcode placed on ILL items.