

HOLDS PICKUP POLICY

To protect the privacy and confidentiality of patrons who place holds on items, we require that:

- The person picking up the hold item has the library card of the patron who placed the hold, or
- The patron who placed the hold has authorized that person to pick up holds for them by naming them in their library account.

A person may not pick up items for another patron if they do not have the borrower's library card or are not authorized via the borrower's record.

Adopted: December 2003

Amended: November 13, 2024