

# ABOARD Book/Video Lending Library Procedures

ABOARD will lend 4 items from its library at one time. Items are lent for a one-month period. It is possible to extend your due date, providing there is no one on the waiting list for your item(s), by contacting the ABOARD Office. Otherwise it is expected that you will have your items returned by the due date.

Feel free to visit our office, call, or send an e-mail to [autismnews@aboard.org](mailto:autismnews@aboard.org) to request the item(s) that you would like to borrow, and they will be sent to you free-of-charge. It is the borrower's responsibility for return postage or delivery. Let the postal clerk know that you are mailing books to take advantage of the media mail (book) rate which is much less expensive than parcel post.

It is expected that items be returned in the condition as the item was received and by the due date. If an item is not returned, it will be the borrower's responsibility to either replace that item or pay for its replacement cost.

ABOARD  
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