

SASH Lending Library Use Policy & Borrower's Agreement

1. SASH Team Members may borrow books and other resources from the SASH Lending Library.
2. A listing of available library resource will be made available and kept current on the Forum.
3. Loan requests are done by completing the [SASH Library Loan Request Form](#) on the SASH Forum.
4. Loans will be processed via SASH Admin for tracking purposes.
5. Loans are generally for 2 weeks at a time and may be extended upon request.
6. All items borrowed need to be returned via SASH Admin to be re-entered into the library.

Borrower will notify SASH Admin if the item is being mailed back or if it will be delivered (with a date) to 412 Farrell Street, Suite 100, S. Burlington VT 05403.

7. All materials are expected to be returned in the original condition, taking into account normal wear and tear.
8. The borrower agrees to pay for the loss or damage of material they have borrowed.
9. The Library reserves the right to refuse the loan of any item at its discretion.