

## Guide to Facilities and Resources for Lincolnshire Libraries

<b>Service Name</b>	Lincolnshire Libraries. See <a href="http://www.lincolnshire.gov.uk/libraries">http://www.lincolnshire.gov.uk/libraries</a> .
<b>Contact Details</b>	See <a href="http://www.lincolnshire.gov.uk/libraries/section.asp?catId=3489">http://www.lincolnshire.gov.uk/libraries/section.asp?catId=3489</a> for the contact details of senior library managers.
<b>Opening Hours</b>	Branch Library opening times vary. See <a href="http://www.lincolnshire.gov.uk/libraries/librarySearch.asp?catId=2434">http://www.lincolnshire.gov.uk/libraries/librarySearch.asp?catId=2434</a> for opening hours of specific libraries.
<b>Access / Location</b>  <i>Please let us know prior to your arrival if you have any special requirements</i>	Lincolnshire County Council provides a range of public library services that can be used by everyone regardless of your age, or where you live. In order to help us do this we have a network of libraries and mobile libraries. See <a href="http://www.lincolnshire.gov.uk/libraries/librarySearch.asp?catId=2434">http://www.lincolnshire.gov.uk/libraries/librarySearch.asp?catId=2434</a> to find your local library.
<b>Borrowing &amp; Membership</b>  <i>Whilst using this service you will be expected to comply with institutional policies and regulations, including those pertaining to copyright</i>	Anyone can visit a library to browse, read the newspaper, use a computer, do homework, ask for information or use the photocopier without joining the library. However, if you want to borrow a book, video, CD etc. you will have to become a library member. Library members can borrow up to 20 books (including talking books), 6 music CDs, and 4 DVDs/ videos. Books are loaned for 4 weeks; music CDs, DVDs and videos are hired for 1 week.  <b>It doesn't cost anything</b> to join the library but you will need to be able to show us 2 types of identification: one that has your current address on it (e.g. Driving licence, Bank statement, Council Tax bill, Gas/ electricity/ water/ telephone bill, Pension/ benefits book, Rent book, Medical card, Bus pass); and another that has your signature on it (e.g. Debit/ credit card, Driving licence, Cash card, Passport, ID card). (If you are not able to produce proof of address we will post your library card to you but, of course, you will not be able to borrow any items until you have received it).  There is no age limit for joining the library but, for legal reasons, children under the age of 16 will need to obtain the signature of a parent or guardian (and the identification provided will have to relate to the parent/guardian also).
<b>Photocopying</b>	All libraries provide photocopying facilities. Charges apply.
<b>Computer Catalogue</b>	Lincolnshire County Council's library catalogue is available on <a href="http://lincslib.lincolnshire.gov.uk">http://lincslib.lincolnshire.gov.uk</a> . The catalogue may be searched from any PC offering internet access. Registered library members may (by inserting their library borrower number and PIN) reserve items, check their personal details and renew loans. Ask at your library if you do not know your borrower number and PIN.
<b>Studying</b>	All libraries provide study facilities, although the number is dependent upon the size of library.

<b>Computers / Internet</b>	<p>Every library in Lincolnshire offers access to Peoples Network PCs. These machines provide quick and free access to the internet, web based email, a range of office software applications, CGFL Lincolnshire's Community Grid for Learning, NGFL Lincolnshire's National Grid for learning, the Lincolnshire Library Catalogue, CD Roms and on-line information. Most libraries operate a booking system.</p> <p>All computer users must acknowledge the online Acceptable Use Policy.</p>
<b>Resources</b>	<p>See <a href="http://www.lincolnshire.gov.uk/libraries/section.asp?catId=2057">http://www.lincolnshire.gov.uk/libraries/section.asp?catId=2057</a> to see the range of resources available.</p>
<b>Online Resources</b>	<p>Subscriptions to online information sources, including Xreferplus, EBSCO (newspapers &amp; periodicals), Oxford Dictionary of National Biography, Encyclopedia Britannica and Lindex (index of Local Studies material) are available at <a href="http://www.lincolnshire.gov.uk/libraries/section.asp?catId=3556">www.lincolnshire.gov.uk/libraries/section.asp?catId=3556</a></p>
<b>Guides &amp; Leaflets</b>	<p>A range of leaflets about particular aspects of the County Library Service are available from all libraries.</p>