

# **Checkouts and Lending Period**

Five items may be borrowed at once. The maximum checkout period is 21 days. All items can be returned early within the Cloud Library App or via your SHARE library account.

#### Holds

Five items may be placed on hold at one time. You may set up email notifications for holds via the Cloud Library app. You will have 3 days from the time you receive an e-mail notification to borrow the book. If a hold is not checked out within 3 days, it will be passed on to the next user.

To remove a hold, visit the "My Books" area in the CL app or log into your library account via the SHARE catalog and view your requests.

# Renewals

An item may renewed if there is no holds queue for that item. A renewal button will appear next to the item under 'My Books' in the Cloud Library app, 3 days before the item expires.

### Suggestions

Within the Cloud Library app, you may view titles that have not yet been purchased by member libraries. You can do this by selecting Suggestions for library in the filter menu. Click on the "Suggest" button next to each item and those titles will automatically be considered for future purchasing!

#### **Books of Interest**

A personal list of books that interest you can be maintained by tapping on the flag icon wherever it appears. Items you have flagged will appear in the My Books area underneath the flag tab.



THOUSANDS eBooks AT YOUR FINGER TIPS



DOWNLOAD cloudLibrary™

