



Riverside County Law Library

MCLE Borrowing Rules

The Riverside County Law Library circulates continuing education (MCLE) materials in accordance with the following rules. An individual's signature on the library card application indicates his or her agreement to abide by these borrowing rules.

1. Who can register
 - a. Members of the California State Bar who reside or practice in Riverside County
 - b. Active or retired judge of any court in Riverside County
2. Library Cards
 - a. Non-transferable library cards shall be issued to qualifying borrowers after completion of a library card application
 - b. Borrowers can name an authorized person to their account when filling out application; Authorized persons may borrow materials on the account holder's behalf
 - c. Borrowers must present library card in order to borrow library materials; Borrowers may use their California State Bar card or other ID if card is not present
 - d. Replacement fee for lost cards is \$5.00
3. Loan Period
 - a. MCLE materials circulate for one week
 - b. Items can be renewed up to two times as long as there is no hold on the item
 - c. If item desired is not available a hold can be placed on the item; Upon return, item will be held for two days after notification of borrower
4. Fines and Charges
 - a. Overdue items are charged at \$1.00 per day
 - b. Items that are not returned, are lost or damaged will be charged replacement value and a processing fee of \$25.00
 - c. Delinquent accounts may be reported to the Board of Trustees and/or the State Bar.
5. Suspensions and Terminations
 - a. Borrowing privileges may terminate when a borrower no longer qualifies under Rule 1 above
 - b. Any borrower who persistently violates these rules may have his or her borrowing privileges terminated. Persistent violations of borrowing rules that show a flagrant disregard for these privileges
 - c. Exceptions to the policies and procedures contained here may be made at the discretion of the library director or her designated agent
6. Dishonored Checks
 - a. Service charge for each dishonored check written for payment of library fines or charges is \$25.00 for the first check and \$35.00 for each subsequent check passed on insufficient funds by the same payer