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How long can I borrow items from the Library and what are the guidelines? How can I return items?

Glen French - 2025-11-20 - [Library services](#)

Loan Period

Item type	Max no.	Loan period
Main collection		
Books, DVDs and journals	15	21 days + 2 renewals*
3 Day Loan collection		
3-day items	2	3 days + 2 renewals*
Interlibrary loans		
Books, articles	3 per assignment for students	30 days** + 1 renewal*

* Note: renewals will not be possible if the item is overdue or has been reserved by another borrower.

** Note: the loan period and renewal acceptance may vary, as this is enabled by the lending library.

Issues

1. A borrower can have items issued to them, except when there are outstanding overdue items on their record or they have reached the maximum number of issued items.
2. Main collection and 3-day loans may be renewed twice if there are no pending reservations on those items.
3. 3 Day Loan items can only be renewed if they are no more than one day overdue, and as long as there are no current reservations on those items.
4. An item is considered lost if it is more than 28 days (or 14 days for Restricted Loan Collection items) overdue.
 - o Replacement costs, plus a non-refundable administration fee of \$15.00 will be charged for every item more than 28 days overdue.

Returns

All items can be returned to the Library Helpdesk during opening hours at your nearest NMIT library, or returned 24/7 via the 'Book Returns' external slot located near the entrance of both the Nelson and Marlborough Campus Libraries.

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- [Can I extend my library loans / renew my books?](#)
- [What are the library services and regulations at NMIT?](#)
- [NMIT Interloan Policy](#)