



# Clark County Law Library

## Circulation Policy



### Circulation Privileges

Circulation is limited to members of the State Bar of Nevada, Judicial Staff, and County Departments with a valid circulation card and in good standing with the library.

To obtain a circulation card, the borrower must fill out a Circulation Borrower Registration Card located at the Reference Desk or online at

[www.ClarkCountyNV.Gov/lawlibrary](http://www.ClarkCountyNV.Gov/lawlibrary).

### Your Library Card

The Library Card belongs to the Registered Borrower and is not transferable to other members of the law office.

### Registration Fee

The \$50.00 non-refundable registration fee is payable by cash or business check. The registration fee is good for one year. Library staff must be able to verify your good standing with the State Bar of Nevada.

### Renewing Circulation Privileges

An annual fee of \$30.00 is required to renew circulation privileges.

### Library Materials

Periodicals and treatises circulate for seven days, while most reporters circulate for two days. Reference materials and items marked "Library Use Only" do not circulate.

Borrowers in good standing may check out up to 20 items on their card.

### Holds

If an item is checked out, a hold may be placed to make it readily available upon check in for the requesting patron.

### Renewals

Four renewals are allowed per item, unless a hold has been placed on the item. Each renewal is for one check-out period from the date requested.

Renewals and holds may be requested by email at [askinfo@clarkcountynv.gov](mailto:askinfo@clarkcountynv.gov), in person, or by calling 702-455-4696 during library hours.

### Fines

The library utilizes fines as a means to ensure that materials will be available for all patrons. If material is returned late, a fine of \$1.00 per day, per item (up to the replacement cost of each item) will be assessed. Excessive fines and overdue materials may cause borrowing privileges to be suspended.

### The Collection

The Clark County Law Library's collection is comprised of more than 60,000 volumes, made up of over 260 periodical titles, more than 22,000 microfiche, and nearly 150 topical loose-leaf services.

Patrons can search our collection online at [www.ClarkCountyNV.Gov/LawLibrary](http://www.ClarkCountyNV.Gov/LawLibrary).

To inquire about a particular title or to request a book be placed on hold for you, please call us at 702-455-4696.