

INTERLIBRARY LOAN POLICY

The Jacob Burns Law Library will make every reasonable attempt to borrow materials from other institutions when they are requested by faculty and students of GW Law and when they are not available at a GW library.

The Law Library has entered into several agreements with other libraries through which materials may be borrowed or copied at no charge. When no such agreement exists, the Law Library will absorb reasonable processing charges imposed by the lending library.

The Jacob Burns Law Library follows copyright policies established by the CONTU guidelines and Section 108 of the copyright law and, in some instances, must pay a fee to obtain copyright permission for periodical articles or book chapters. The library might be required to pay the fee to the Copyright Clearance Center, or directly to the publisher. With the increased availability of online access to recently published materials, many publishers now are offering access to recently published materials only through their own website. Any copyright fees or other charges imposed by the holder of the copyright must be paid by the patron submitting the request. When a copyright fee is required to obtain the material, the patron will be sent an email indicating the options available.

If the item is available locally (in the District of Columbia or at George Mason University), the patron will be informed of two options: he/she can visit the institution to make a copy, or notify the Interlibrary Loan Department that he/she will pay the copyright fees to obtain it through interlibrary loan. If the patron is willing to pay the fee to obtain the material, he/she is requested to respond to the Interlibrary Loan Department within five business days.

If the item is not available locally, the patron will be informed that he/she will need to pay the copyright fees to obtain it through interlibrary loan. If the patron is willing to pay the fee to obtain the material, he/she is requested to respond to the Interlibrary Loan Department within five business days.