



Book Group Agreement for Private Groups

BOOK BUZZ

1. Assume responsibility for borrowed material from the time it leaves the Utah State Library until it has been returned to and received by the lender. This includes all material shipped directly to and/or returned by the user. If damage or loss occurs, provide compensation or replacement. If you choose to purchase a used copy from Amazon it must be "like new."

2. Return address for Book Group materials:

Utah State Library Division
250 North 1950 West, Suite A
Salt Lake City, UT 84116-7901

3. The Utah State Library pays for shipping to mail out book group sets. The borrower is responsible for paying for return shipping.

4. Plan activities so that items can be returned by the due date - other groups may be waiting for them. Standard checkout time is two months. If you need a renewal, contact Hannah Jones at 801-715-6771 or bookbuzz@utah.gov. Renewals will be considered on a case by case basis and the length of time of the renewal may vary.

5. All state library books outside of the book group collection are only available via Interlibrary Loan. All interlibrary loans must be processed through your local library.

6. Each Private Book Group must designate only one member to request titles and Book Buzz titles will be shipped to only one address.

Contact Person _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____

Email Address _____

Alternative Contact Info. _____



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