

Book Buzz Policy



BOOK BUZZ

1. The [Utah State Library](#) administers the [Book Buzz](#) program. This program allows book groups, libraries, schools, and community centers across the state to reserve sets of books for a period of eight (8) weeks. This is a free service provided by the Utah State Library. However, you may be responsible for return shipping costs.
2. Book sets should be requested at least one (1) week in advance of the date needed. Groups can request titles through their local libraries if applicable. Contact your local library before placing a request to learn about their Book Buzz policies. If your library does not participate, Private Groups may request titles by first agreeing to the [Book Group Agreement for Private Groups](#). Please fill out the form and return to bookbuzz@utah.gov before making requests.
3. Each Private Group must designate only one (1) member to request titles and Book Buzz titles will be shipped to only one (1) address.
4. Materials from the collection are checked out for eight (8) weeks. This includes time for mailing in both directions. The due date indicates when materials should be sent back through the mail. The due date is the shipping date. Renewals will be considered on a case by case basis, dependent on availability.
5. Courtesy notices will be delivered by email before the due date. Items will be overdue one (1) day after the due date. If items are eight (8) weeks overdue, they are considered lost or missing.
6. Once an item is lost, please contact bookbuzz@utah.gov to work out an agreement. Most cases will include the patron purchasing a new copy and sending it to the Utah State Library. However, this is not always the procedure. The account will not be blocked due to lost material.
7. Materials not in the collection may be requested from the Utah State Library through Interlibrary Loan (ILL) and are subject to availability. This process is only applicable to libraries within the Utah State Library Consortium. Private Groups **cannot** place ILL requests. The duration of these loans is based upon the policies of the lending libraries. **Contact Book Buzz for any Book Buzz ILL requests.**
8. Your library or one (1) Private Group member is responsible for all materials requested from the State Library which are loaned from our collection or obtained from another library.



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