

## Dinwiddie High School Books on Reserve Agreement

In order to provide equal access to materials some books are placed on Reserve. The rules and procedures for Books on Reserve are outlined below.

- Books on Reserve may be checked out overnight only.
- These books may be checked out after 2:00 p.m. with student I.D. and must be returned before the tardy bell for 1st period the next school day.
- Each student may check out only one Book on Reserve at a time.
- There is a late fee of \$1.00 per class period or \$5.00 per day that a Book on Reserve is due.
- Reference books may not be checkout.

Students:

I have read the information above and promise to follow the rules and procedures outlined. In addition, I understand that if I miss school due to an unexcused absence, I am still responsible for returning the book on the due date. If this book is not returned on time, I will pay the late fees.