

# Renewing Items

**Loan Periods:** The loan period for most items is three weeks (21 days). The loan period for DVDs and videos is one week (7 days) and there is a checkout limit of five DVDs.

**Renewals:** Items will be renewed automatically, if they are able to, on the due date. An item may be renewed twice unless another patron has requested the item.

- Online: Select 'My Account' and enter your library card # and password/PIN #. Go to 'Items Checked Out' tab and click on the box next to the items you want to renew, click on the 'Go' button. You should see your new due dates. If you experience problems with the system, please report the error message via our comment form, or call us at 816.221.3360.
- Phone: Call the library (816.221.3360) during regular business hours and the library staff will renew your materials for you; having your card number ready will speed this process up.