



**WINONA**  
**PUBLIC LIBRARY**  
HONOR OUR PAST, EMBRACE OUR FUTURE

### *Good things to Know about MnLink*

- All MnLink items must be checked out by the requesting person.
- The longer you wait to pick up an item, the shorter your lending period will be. The MnLink Lending Libraries set a specific due date unique to your item. (This is different from SELCO ILL items.)
- MnLink items can be renewed by library staff or online by you for a two-week period as long as the item is not overdue. (You only get one renewal on these items.)
- If the MnLink item is overdue, you must return the item and re-request it. Library staff cannot give you an extension.
- No one else can check out your MnLink item. When it is returned, it is sent back to the lending library for others to request.
- A MnLink item becomes lost after it is overdue for two weeks, the default lost charge is \$150 but the lending library has the right to increase or decrease the cost of the item at any point.
- If you have any questions about MnLink, the Reference Desk can help you.

### *Requesting from MnLink*

- Only use MnLink ([www.mnlink.org](http://www.mnlink.org)) if the item is not available to request in SELCO.
- Always check availability of an item. If the item is unavailable/checked out, the request will be cancelled. This is because MnLink does not maintain a holds list.
- When you log in to MnLink, use your library card only. A PIN is not required for SELCO Libraries.
- MnLink items can take up to three weeks to receive.
- You can request items for Wisconsin, North Dakota, and South Dakota. Go to [www.worldcat.org](http://www.worldcat.org) and check to see if the item you want is available in a library in one of the above states. If it is, go back to MnLink and create a request. In the Special Instructions field, type the name of the library, city, and state that it is available.