National Chung Hsing University Library Book Return Service Rules

1. The National Chung Hsing University Library (hereinafter referred to as the "Library") has established a book return box in order to facilitate the return of books by readers during the closing hours of the Library.

2. The book return box should be used under the principle of good faith.

3. The books return box should only be used during the closing hours of the Library. Please return the book at the circulation desk during the opening hours of the Library. .

4. The book return box is limited to books borrowed from the Library. Any issue incurring from any book return by mistake will be the reader's own responsibility.

5. Please do not drop off the following into the box. Otherwise you will be responsible for compensating any damage:

   (1) Books that were borrowed together with any attached object (such as disk or CD-ROM).

   (2) Large-size books that cannot be dropped in.

   (3) Books that are stained or wet.

6. The actual number of books returned is to be determined by the Library. Please log on to the website of the Library on the following working day to verify your personal borrowing record or call the return reception to check whether the book return procedure has been completed.

7. If the book return box is used to return a book, before the Library checks and confirms, the number of books that may be borrowed shall be determined by the computer record. The system will automatically calculate any fine from late return.

8. If the book return box is used to return books after the return deadline, the Library may impose fines in accordance with the rules. Before the fine is paid, the Library reserves the right to suspend further borrowing right.

9. Any matter that is not fully provided for hereunder shall be in accordance with the "National Chung Hsing University Library Borrowing Rules".

10. These Rules are published and implemented after approval by the Library Director. The same shall be applicable to any amendment hereof.