Who may borrow the collection?
Any law school faculty member or librarian or anyone associated with a law school wishing to offer a course or program in Jewish Law. In some instances, an exception can be made for an organization or individual.

What is the borrowing period?
The collection can be borrowed for a semester or an academic year.

What is the borrowing procedure?
The ordinary procedure is to process the collection as an interlibrary loan to the borrowing institution’s library. That library should be willing to house the collection for the borrowing period. In some instances, this process can be waived to permit the collection to be lent to an organization or individual. After the borrower notifies us of the date by which the materials are needed, we will ship the collection to arrive in advance of that date.

What are the costs associated with borrowing?
Touro Law Center assumes the cost for shipping out the collection; the borrower assumes the return shipping costs. The Law Center ships the book by UPS, but the borrower can use another method if needed.

How is the collection organized?
The books are cataloged using OCLC records and are classified using the Library of Congress classification scheme. The books are labeled with a gray dot at the top of the spine and a borrowing label on the front cover to help with identification. All the books are tattle-taped. At present, the collection includes more than 450 titles in over 890 volumes, and it measures approximately 82.5 linear feet.

How must the collection be handled by the borrowing institution, organization, or individual?
The borrower may re-organize and temporarily re-label the books as needed, so long as the original classification numbers are not removed. The borrower may restrict the use of the books to a location or may permit the books to circulate.

Limitations and suggestions.
A borrower may review the bibliography and request that some materials not be sent with the shipment. Any such request should be made at least a week before the shipment goes out. A borrower may also suggest other materials for inclusion in the collection. As funds permit, we are always willing to consider adding appropriate materials to the collection.

Contact information:
Collection Curator: Beth Mobley
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