

**OPEN BORROWING SIX MONTHS OVERDUE NOTICE AND BILL**

TO:

FROM: \_\_\_\_\_ LIBRARY

In accordance with the terms set forth in the Open Borrowing Procedures ([www.openborrowing.org](http://www.openborrowing.org)), here is a listing of outstanding overdue materials taken out by patrons with valid \_\_\_\_\_ library cards.  
*(Library Name)*

**Immediate Payment is requested for the following materials:**

<b>DATE DUE</b>	<b>AUTHOR &amp; TITLE</b>	<b>ITEM BARCODE</b>	<b>PATRON NAME</b>	<b>PATRON BARCODE</b>	<b>AMOUNT DUE</b>

Please make checks payable to: \_\_\_\_\_