CREWE CHESS CLUB LIBRARY RULES



Records are in a card index system	Loan enquiries to: nevillelayhe@gmail.com
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1	A maximum of two books is allowed out per person at any time		
2	Loaned books must be recorded out on the numbered card index by a keyholder, with date borrowed		
3	Books may be borowed for 4 weeks maximum		
4	All books must be recorded on return by a keyholder, with a return date, on the correct card index		
5	Books must be returned to the shelf from whence they came in the correct numerical order.		
6	No books will be sub-loaned to other members without recording the transfer on the card index sytem		
7	WRITING/ HIGHLIGHTING IN A BOOK WITH ANY INSTRUMENT IS NOT ALLOWED		
8	FOLDING DOWN PAGE CORNERS IS NOT ALLOWED		

Under Worktop		
102	to	117

CABINET				
SHELF 2	60	104		
SHELF 1	31	59		
BASE	30	1		
	LHS	RHS		
Top 78				