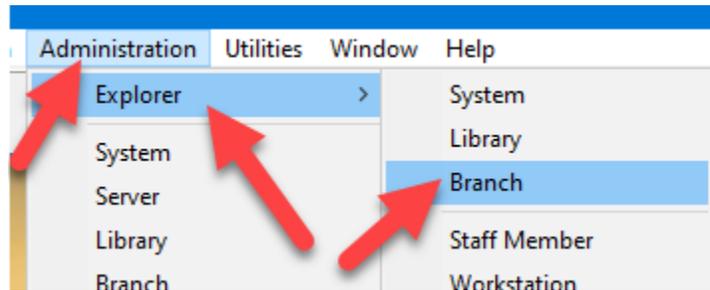
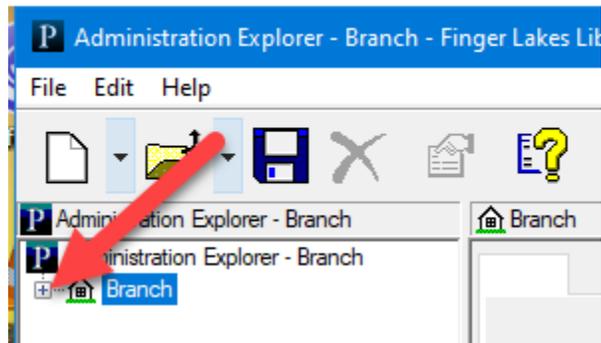


### Accessing the Patron/Material Type Loan Limit Block table

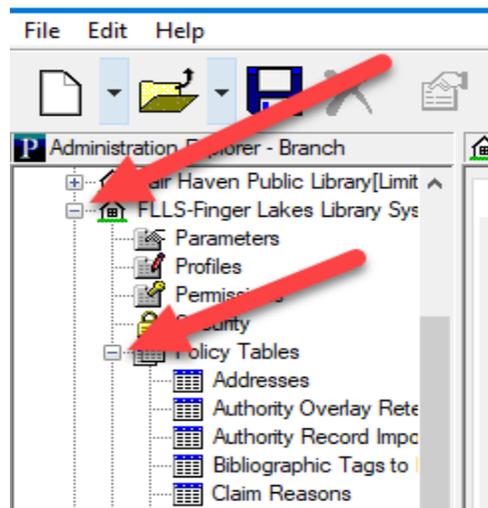
- From the Polaris Client Toolbar, Click on Administration then Explorer the Branch



- Click on the + next Branch



- Scroll down and find your library and click on the + next it then on the + next to Policy Tables



- Scroll down and click on the Patron/Material Loan Limit Blocks table. This will open up in a Read Only condition.

Organization	Patron Code	1st Level Fine	2nd Level Fine	Total Item Limit	Total Overdue	Total Holds	Total ILL	Total Reserve Items
FLLS-Finger Lake...	Adult	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Child	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Young Adult	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Senior Citizen	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Staff	\$0.00	\$25.00	50	10	20	5	0
FLLS-Finger Lake...	Board	\$0.00	\$25.00	50	10	20	5	0
FLLS-Finger Lake...	Institution	\$150.00	\$150.00	999	999	999	100	0
FLLS-Finger Lake...	Adult-No Internet	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Child-No Internet	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Young Adult-No Int...	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Senior Citizen-No I...	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Adult in district	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Child in district	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Young Adult in dist...	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Senior Citizen in dis...	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Adult out of system	\$0.00	\$9.99	50	10	20	5	0

- Clicking on a Patron Code in the table will display the loan and hold limits for each Material Type in the lower window

Organization	Patron Code	1st Level Fine	2nd Level Fine	Total Item Limit	Total Overdue	Total Holds	Total ILL	Total Reserve Items
FLLS-Finger Lake...	Adult	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Child	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Young Adult	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Senior Citizen	\$0.00	\$9.99	50	10	20	5	0
FLLS-Finger Lake...	Staff	\$0.00	\$25.00	50	10	20	5	0
FLLS-Finger Lake...	Board	\$0.00	\$25.00	50	10	20	5	0
FLLS-Finger Lake...	Institution	\$150.00	\$150.00	999	999	999	100	0

Organization	Patron Code	Material Type	Maximum Item Limit	Hold Limit
FLLS-Finger Lake...	Adult	Book	50	20
FLLS-Finger Lake...	Adult	Book-New	50	20
FLLS-Finger Lake...	Adult	Cassette-Audiobook	50	20
FLLS-Finger Lake...	Adult	Cassette-Foreign La...	50	20
FLLS-Finger Lake...	Adult	Cassette-Miscellan...	50	20
FLLS-Finger Lake...	Adult	Cassette-Music	50	20
FLLS-Finger Lake...	Adult	CD-Audiobook	50	20
FLLS-Finger Lake...	Adult	CD-New Audiobook	50	20
FLLS-Finger Lake...	Adult	CD-Foreign Langua...	50	20
FLLS-Finger Lake...	Adult	CD-Miscellaneous	50	20
FLLS-Finger Lake...	Adult	CD-Music	50	20
FLLS-Finger Lake...	Adult	Videodisc	50	20
FLLS-Finger Lake...	Adult	Videodisc-New	50	20
FLLS-Finger Lake...	Adult	Videodisc-Instructi...	50	20