

# OPEN ACCESS RETURN POSTAGE LOG

FY24 – JULY 1, 2023 TO JUNE 30, 2024



Library Name \_\_\_\_\_

Libraries participating in Open Access shall accept returned items borrowed from any other library in Iowa.

1. Public libraries must use IAShares to return items to other public libraries. **DO NOT REPORT ANY POSTAGE FOR RETURNS TO ANOTHER PUBLIC LIBRARY.**
2. Public libraries should use USPS to return items to any other type of library that is not on IAShares. **Use this form to report postage for these types of returns.**
3. Academic libraries should use USPS to return items to other libraries. **Use this form to report postage for these types of returns.**
4. Receipts are necessary for any USPS postage claims.

Postage Amount	Number of items	Date sent	Owning Library Name

