



Guidelines for Retention of Previous Editions of Texts in County and District Law Libraries

The following guidelines have been endorsed by the LibraryCo Board of Directors. They are recommended for use by local law libraries. Area and regional law libraries may find them useful as well.

Space will determine whether previous editions of bound texts are kept on the shelves. If previous editions are retained, it is important to indicate that a newer edition is available in the library.

This can be done by affixing *a superceded label* to the spine of the text. This label will alert library users to look for a new edition of the same title or ask library staff for assistance. The label may be purchased from a library supply company such as Brodart. Please refer to their website for catalogue number SKU#23121014.

Approved by the LibraryCo Board of Directors
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