

## Lost & Found Policy

The Brooks Library Lost and Found is located in the Circulation Unit on the first floor.

All items received are held for the duration of the current quarter.

At the end of each quarter, all items remaining in the Lost and Found are sent to the CWU Public Safety and Police Services office or the Surplus and Asset Management office.

Valuables, such as keys, driver's licenses, etc., will not be held but sent immediately to the CWU Public Safety and Police Services office.

Connection cards will be sent directly to the Connection Card office.

**Source URL:** <http://www.lib.cwu.edu/Lost-Found-Policy>