

MSUB Library – Lost & Found Policy

LOST or FOUND SOMETHING? Please stop by the 2nd floor Circulation desk to inquire.

The Library is NOT responsible for lost & found items.

Non-valuable items

As a courtesy, we will hold non-valuable items such as sunglasses, water bottles, USB flash drives, books, chargers, up to two weeks or until University Police transports it to their office in the MSU Billings Parking Garage (lower level). Loose papers, flashcards, and papers (with no identifying information) will be recycled or shredded after the two week waiting period. See [MSU Billings University Police Department's Policy](#).

Valuable items

We contact the MSU Billings University Police when items of value are turned in at the 2nd Floor Circulation desk such as wallets, keys, ID cards (ex: U-Card, driver's license, passports), legal documents, , phones, , and real jewelry. We attempt to make contact with the patron.

Please contact the [MSU Billings University Police](#) at 406-657-2147 to inquire about items lost around campus.