



Homebound Library Services

How it works:

1. Potential home-delivery patrons that meet the criteria listed on the application can fill out a paper form and return it to the main library OR fill out a Google [form](#). (Google form responses go to the Home Delivery Coordinator.)
2. Home delivery services coordinator, Tanya Stewart, will contact patrons via phone or email to verify information and accept patrons to the delivery route. A time to meet and sign the release form & service agreement will be determined.
3. Patrons must be home for first delivery to sign the release form and service agreement. (No items will be left until the document is signed)
4. **Home deliveries will take place on Thursday mornings 11:00 - 1:00 only.**
5. Items that can be delivered are books, movies, and audiobooks. (No magazines at this time.)
6. Patrons must be home to receive items or leave a waterproof box by the front door for items to be left in. Items cannot be mailed. Staff cannot enter the home.
7. Items placed on hold must be requested by 7pm on Wednesday (the night before delivery day).
8. Keep in mind that items placed on hold from other libraries will take time reaching the main library before being delivered to patrons homes.
9. If ordering specific items to be delivered, please be mindful of choosing BOOKMOBILE as delivery location.
10. Patrons can call the main library to request items that they would like to be delivered.
11. Library items can be picked and returned.
12. Patrons must relinquish items that cannot be renewed.

This is a new service for Salida Regional Library. Please be patient as we work through the bumps. We will continue to do our best to get library items to you as efficiently as possible.

How do I get started? Fill out the **Home Delivery Application** at the library or online.. Once it is received, we will work to get you on the route.

Questions? Contact Coordinator Tanya Stewart at 719-221-9849 or tstewart@salidalibrary.org OR Director: Susan Matthews 719-539-4826 or smatthews@salidalibrary.org