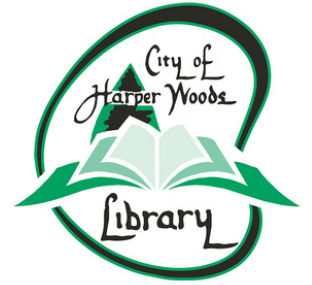


HARPER WOODS PUBLIC LIBRARY – HOME DELIVERY PROGRAM

This program is intended for Harper Woods residents who are unable to come to the Harper Woods Public Library due to a long-term or temporary disability or illness. Through this bi-weekly service, participants will have materials delivered directly to their home at no charge. Please submit the completed application to guymank@libcoop.net or via mail to 19601 Harper Ave, Harper Woods, MI 48225



HOME DELIVERY REQUIREMENTS

1. You must be a resident of the City of Harper Woods.
2. A valid library card is required to utilize this program.
3. To qualify, a patron must be generally confined to their residence either temporarily (3 month minimum), due to illness or accident, or permanently, due to age, disability, or other mobility problems. Library staff reserves the right to request a documented need for services from a primary care provider. If you become physically able to visit the library, you must inform staff that you should be removed from the program.

*If you need to sign-up for a library card and are unable to visit the library, please call us at (313)343-2575.

INFORMATION:

First Name: _____

Last Name: _____

Address: _____

Phone Number: _____

Mobile Carrier: _____

Email: _____

EMERGENCY CONTACT:

First Name: _____

Last Name: _____

Phone Number: _____

Relationship to Applicant: _____

DELIVERY SCHEDULE AND LOAN INFORMATION

This program is a bi-weekly drop-off and pick-up occurring every other Wednesday. Patrons will be contacted the day prior with the anticipated delivery time. Contactless delivery and pick-up can be accommodated per patron preference. Items requested less than 24 hours in advance of delivery date may not be included until the next delivery cycle.

All checked out items are due 1 month from drop-off and will be picked up from the same address, renewal requests for eligible items can be made by calling the library at (313)343-2575. Only items belonging to the the Harper Woods Public Library are eligible for this program, items that are not returned within 30 days of their due date will be considered lost, and the patron will be billed for the cost of replacement. **You will become ineligible for the service if you do not return library materials.**

Materials will be delivered in a zippered tote, if the container is not returned patrons will be charged a \$20 replacement fee. When returning materials do not place items out for pick up more than 2 hours in advance of scheduled pick-up.

TITLE SELECTION PROCESS

Once enrolled specific titles can be requested online or by phone, or speak with a Librarian, who will be happy to discuss your reading interests with you and select titles based on your preferences. Eligible materials include books, large print books, audiobooks, CDs and DVDS. Each delivery may include up to ten items. Items in high demand or items with holds may not be available to the home delivery program.

QUESTIONS?

Please contact us at (313)343-2575 with any further questions about the Home Delivery Program.