



Home Delivery Service Application

Thank you for your interest in the home delivery service for eligible residents living in the Library's Jamesville-DeWitt service area. Please complete the entire form. A library staff member will get in touch via phone within five business days of the submitted application. If you have any questions about how to complete the form or the Home Delivery Service, please contact the Coordinator for Community Engagement and Outreach at kconley@cldandj.org. **Please be patient with our staff during this period, as we have fewer employees working in the building and available for phone calls.**

Applicant's name: _____

Street: _____ City: _____

Zip: _____ Telephone: _____

Emergency Contact Name: _____ Contact Telephone: _____

Do you currently have a library card from one of the libraries in the OCPL System?

Yes No*

If yes, what is your library card number? _____

*If you do not have a valid library card from one of the Onondaga County Public Libraries, we will mail a library card application to you, or you may apply online at <http://www.onlib.org>. Your application for the home delivery service will be retained until you return your library card application and it has been approved.

Eligibility requirements:

Recipients of the home delivery service must be residents in the Community Library of DeWitt & Jamesville's service area. In addition, recipients must meet one or more of the following requirements:

Check all that apply:

Short term illness or disability (recovery period lasting at least six weeks)

Long-term illness, weakened immune system, or disability (condition lasting longer than six weeks)

Senior citizen (over 65 years of age)

New parents (for the first six months after childbirth)

Please read carefully the following rules and guidelines for Home Delivery Service and sign below:

1. Home deliveries are made once per month.

2. Deliveries will be made to patrons' front door and will be contactless. Library staff members may not enter the home.
3. Patrons will be responsible for lost or damaged items.
4. The CLD&J retains the right to discontinue service if borrowed items are damaged and/or not returned in the same condition as they were delivered.
5. Materials available for delivery include all CLD&J books, audiobooks, magazines, DVDs, and BluRays, with the exception of "new" items with a 3 day or 7 day loan period.
6. Materials can be requested, subject to availability OR materials can be selected by librarians based on the patron's reading interest.
7. Home Delivery patrons may not have more than five printed materials and three media items out at one time.
8. The CLD&J retains the right to ask patrons to verify their eligibility for home delivery service with a health care provider or social services provider, if necessary.

By signing this form, I agree to follow the guidelines of the Community Library of DeWitt & Jamesville's Home Delivery Service. I understand that I am responsible for any materials borrowed with my library card.

Name x _____

Signature x _____

Date x _____