

# Delivery Service Application

**Delivery services are now available for Caldwell residents who:** Are high risk, have limited transportation, or have a disability preventing them from picking up from the library in person. Patrons must reside within Caldwell city limits. Our team will review your application and add you to delivery if you qualify. We will call you after we have reviewed your application to let you know if you will be receiving services, what to expect from the process, and when that start date will begin.

**Delivery will include:** Dropping off items that we have checked out to your account and picking up any items that you have to return.

**If you have items on hold** and they are ready to be loaned out, we will check out your items and deliver them to you.

**Delivery is twice a month. Time of day for delivery is between 1pm-2pm every other Thursday.**

**Name:** \_\_\_\_\_  
Last First Middle

**Library Card Number:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Are you:**

**High risk**

**Without transportation**

**Disabled**

Caldwell Public Library is dedicated to the ideal of equal access to information for all. The Caldwell Delivery Service strives to meet this ideal by providing information and materials to those who cannot come to the library because of age, illness, or disability. We will make every effort to provide books and other library materials on a regular schedule to these individuals.

Homebound and Delivery Service users, as well as all users of the library, are responsible for the materials loaned to them. Please do not give or loan these materials to others. Please remember to return items before they are due or renew them when necessary. We trust that our users will exercise normal care of the materials while they are in their possession.

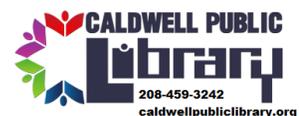
If you plan to be away from home during your scheduled pick-up and delivery day, please notify the Homebound and Delivery Services Coordinator, Monique Gaddy, as soon as possible. We will make sure to cancel your delivery and you can reschedule for a future time.

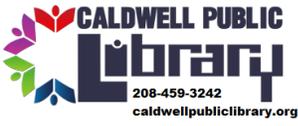
**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Contact Information:  
Monique Gaddy**

Outreach Services Librarian/Homebound Services Coordinator  
mgaddy@cityofcaldwell.org | 208-459-3242





# Homebound Service Application

## Reading Preferences

What material format would you like to receive (*ex. large print, audio, DVD*)? \_\_\_\_\_

How many items would you like to receive at a time? \_\_\_\_\_

Please answer the following questions so we may be better able to select books of interest to you:

**Specific/General Reading Interests**

**Preferred Reading Level:** \_\_\_\_\_

**Contact Information:**  
**Monique Gaddy**

Outreach Services Librarian/Homebound Services Coordinator  
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