

BOOKS BY MAIL APPLICATION

Timberland Regional Library (TRL) mails books and other library materials to library cardholders who are unable to pick them up at the library.

Please return this signed form to any Timberland library or mail to:

ATTN: *Books by Mail*, Timberland Regional Library, 415 Tumwater Blvd. SW, Tumwater, WA 98501

Questions? Contact **Ask a Librarian** online at **TRL.org** or by phone at 1-800-562-6022.

Key Details

- TRL does not mail outside the five-county library district.
- Eligibility is good for one year and you must reapply annually.
- Books check out for five weeks to allow for mailing time and may be renewed once if no one is waiting.
- Movies check out for three weeks to allow for mailing time and may also be renewed once if there isn't a waiting list.
- You are responsible for the return of items, including postage costs or charges for items lost or damaged.

Eligibility Criteria – please check one

- I have a physical disability and no means of receiving books except by mail.
- Distance to the nearest TRL library is more than 30 miles and picking up books at the library is very difficult for me.

Agreement and Signature

By submitting this application, I affirm that the claims set forth in it are true and complete. I understand that if I am approved for *Books by Mail* service, any false statements, omissions, or other misrepresentations made by me on this application may result in termination of these services.

Signature

Card Number

Address

Phone

Permissions

The library does not share your information unless you instruct us to do so. If you want to grant permissions to anyone to help you with your account, please indicate so below.

Grant _____ permission to do the following:

- All listed below.
- Information including details on material checked out, placed on hold, fees, and contact information.
- Check out materials.
- Pick up holds.
- Place holds.
- Pay fees.