Bellingham Public Library

For Homebound Patrons living in Bellingham.
Library materials delivered to your doorstep!

Beginning in September 2011, the Bellingham Public Library will be offering a delivery option to provide library materials for Bellingham residents who are unable to visit the library due to a long or short-term disability.

Who is eligible to take advantage of this program?
Bellingham residents, with a Bellingham address, who are unable to travel to the library, may register for this service. This includes individuals who may have permanent or temporary disabilities or health problems, residents who do not have access to transportation, and patrons who have been hospitalized or are temporarily confined to their home.

Who will deliver the library materials?
Library volunteers will deliver and retrieve the materials.

What type of materials can I borrow?
All circulating library materials, including books, magazines, recorded books, DVDs, and music CDs will be delivered to your home for a four-week loan period. Materials will be delivered and retrieved on the same day. We can select items for you by title or author, or if you prefer, library staff will select a variety of materials based on your reading interests and preferences.

How can I register for this service?
To get started, you need to complete Homebound Delivery Patron Registration Form, and provide your library card number. If you do not have a valid Bellingham Library Card, you will also need to complete a Library Card Registration Form as well as the Homebound Delivery Registration Form. Registration forms are available at the Library, at the Bellingham Council on Aging, and online at the Library’s website (www.bellinghamlibrary.org). Simply complete the required form(s) and we will take care of the rest! For additional information, or to schedule a delivery, please contact Bernadette, Library Director at 508-966-1660 (Email brivard@bellinghamma.org).

When can I expect delivery to my home?
Once your registration forms have been received by the Library, a volunteer will contact you directly to set up your delivery schedule.
Registration Form

NAME: ___________________________________ LIBRARY CARD #: _______________________

ADDRESS: ____________________________________

Bellingham, MA 02019

PHONE NUMBER: ___________________home

EMAIL: _________________________________ ALTERNATE PHONE: ___________________cell

Which of the following eligibility requirements applies to you? (check all that apply)

- Difficult to leave home due to lengthy illness or physical limitation
- Short-term injury or illness
- Difficulties due to aging
- Other (please specify)_________________________________

What types of materials are you interested in? (check all that apply)

- Regular Print Books
- Large Print Books
- DVDs
- Audiobooks
- Music CDs
- Magazines

List Magazine Titles you might enjoy

__________________________________________

__________________________________________

__________________________________________

Do you have any favorite authors?

__________________________________________

__________________________________________

__________________________________________

__________________________________________
SERVICE PLAN: Circle one (1)

- Request Only: Send only the library materials that I select by title
- Readers’ Advisory: Send your selections for me AND my title requests

READING PROFILE

Circle your favorites from the list below ONLY if you would like us to select titles for you

Mystery-Private Detective  000-099 General Works
Mystery – Amateur Sleuth  100-199 Philosophy
Mystery – Policy  200-299 Religion (denomination)_________________
Thriller – Political/Spy  300-399 Social Sciences
Thriller – Psychological  400-499 Language (please specify) ______________
Thriller – Legal  500-599 Pure Sciences
Thriller – Medical  600-699 Technology
Adventure – Suspense  700-799 The Arts
Romance – Contemporary  800-899 Literature
Romance – Historical  900-999 Geography and History
Romance – Gothic  Cooking: _______________________
Romance – Light  Crafts and Hobbies: ________________
Classics  Sports: __________________________
Literary /Award Winners  Other Interests: __________________
Historical Fiction  ___________________________________
Westerns  ___________________________________
Science Fiction  ___________________________________

STATEMENT OF RESPONSIBILITY

By signing this form, I certify that the information on it is accurate to the best of my knowledge. I agree to follow the guidelines of the Homebound Delivery Program and I understand that I am responsible for any materials borrowed with my library card, for all fines incurred, and for loss and damage of material charged upon it. I further release the Bellingham Public Library from any liability occurring as a result participating in this program.

SIGNATURE: ___________________________________________ DATE: ___________________
NAME: ______________________________________ LIBRARY CARD #: ___________________________

ADDRESS: __________________________________________________________

CITY, STATE, ZIP: ______________________________________________________________________________

PHONE NUMBER: ___________________ home ALTERNATE PHONE: ___________________________ cell

EMAIL: _______________________________________________

ALL LIBRARY VOLUNTEERS MUST PASS A CORI BACKGROUND CHECK

THANK YOU FOR VOLUNTEERING AS A HOMEBOUND DELIVERY SERVICE VOLUNTEER. LISTED BELOW IS A BRIEF DESCRIPTION OF YOUR RESPONSIBILITIES. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT BERNADETTE RIVARD AT THE BELLINGHAM PUBLIC LIBRARY: 508-966-1660  brivard@bellinghamma.org

We look forward to working with you!

RESPONSIBILITIES OF A HOMEBOUND DELIVERY VOLUNTEER?

1. Complete Volunteer Application

2. Arrange for CORI Check.

3. When CORI approval has been secured, Library staff will contact you and arrange for you to come into the Library for a brief training and information session.

4. You will be paired with a Homebound Delivery partner.

5. It will be your responsibility to contact this person, introduce yourself, and determine the details of delivery – including day of the week, time, and logistics of drop-off and retrieval of library materials.

6. Volunteers will pick up the designated materials in bags marked with the name of the individual requesting Homebound Delivery. These materials will be selected and appropriately processed by library staff prior to delivery. The materials will then be transported by the volunteer to the destination. Volunteers will deliver and retrieve materials at the entry (i.e. DOORSTEP!) of the residence. At no time is a volunteer to enter the home. All materials are delivered and retrieved at the doorstep.

7. Volunteers will respect the privacy and confidentiality of all requests for materials and agree to respect this confidentiality of the recipient of these materials.