



Homebound Delivery Service Application and Survey



PLEASE PRINT

_____		_____	_____
Applicant's last name		First name	MI
_____		_____	
Physical address		Apartment/Unit #	
_____		_____	
City	State	Zip Code	
_____		_____	
Group Residence Name, if applicable		Date of Birth	
_____		_____	
Telephone		Email address	

ACKNOWLEDGEMENT OF PROGRAM ELIGIBILITY

Homebound Delivery Service is available to anyone who is unable to get to a library because of age, disability, or illness. It is supported by Chapin Memorial Library staff and volunteers and is offered based on staffing availability. To be eligible for the Homebound program, individuals must meet the following criteria. Please check those that apply to you:

I live within the Homebound
Delivery service area.

I am unable to get to the library due to
illness, age-related, or disability issues.

We will contact you by phone 1-2 days in advance of delivery/return date to confirm availability.

CAREGIVER & EMERGENCY CONTACT

I allow/authorize said caregiver(s) to accept
delivery and to return library materials.

Is your Emergency Contact authorized to receive
information about your library account if needed?

Yes

No

_____	_____
Caregiver(s) name(s)	Emergency Contact Name
_____	_____
Caregiver(s) name(s)	Relationship
_____	_____
	Phone

LIBRARY CARD INFORMATION

I need to register for a Chapin Memorial
Library card.

I need to verify my library account.

Card Number



DELIVERY INFORMATION (Please check your selection preference):

I want to receive **only materials I request.**

I want to receive **materials selected for me based on my preferences.**

To ensure your Home Delivery visits are safe and enjoyable for all, please review this statement of your rights and responsibilities.

- To those who want our assistance, we will provide reader's advisory service and do our best to provide you materials that reflect your interests and information needs. So that we may serve you better, we will keep a record of your reading history.
- We will provide your material on a monthly schedule and will attempt to notify you if we must modify the schedule. We will contact you by phone 1-2 days in advance of delivery date to confirm availability.
- This service is reserved for those with significant barriers to accessing library service within the service area. When appropriate, we may reassess your eligibility for this service and may suggest other service options.
- Newer materials (within first publication year) must be returned after one month. You may place a request for items you would like to borrow again in the future.
- Materials will not be delivered to or picked up from an unattended porch or door to prevent loss or damage.
- Damaged or lost materials may result in account charges and/or temporary suspension of service.
- Please ready materials for pickup before your delivery time. Please be punctual or have someone home to receive delivery or to return materials listed on your account. If you are unable to confirm the delivery/return date, we will work with you to determine the next available date.
- We value a safe and healthy work environment for our staff and volunteers, and as such, we have the option to deliver and pickup items/materials from the doorway of the residence and not enter the home.
- A full description of the service and policy can be found in your delivery bag or provided upon request.

Yes, I agree to the terms listed above and to the full Homebound Delivery Service Policy.

Signature _____

Date _____

INTERNAL USE

Date of Registration _____

Date of 1st Delivery _____

Patron Code _____

Notes:

Homebound Delivery Service Patron Preference Survey



Please complete the patron preference survey to help staff select delivery items. You may update your information at any time with your delivery person or by contacting the Library at 843-918-1275. Your profile is confidential and will be seen only by library staff and Homebound volunteers. **Mark each item based upon your preference.**

Target Audience

- Child
- Teen
- Adult

Audiobooks on CD

- Fiction
- Non-Fiction

Fiction Books

- Best Sellers
- Classics
- Contemporary
- Fantasy
- Historical
- Horror
- Mystery
- Religious
- Romance
- Sci-Fi
- Suspense/Thriller
- Western
- Other

Non-Fiction Books

- Animals
- Art
- Biography
- Crafting
- Current Events
- Health
- History
- Politics
- Poetry
- Religion
- Science
- Self-Help
- Sports
- Travel
- Other

Formats

- Regular print
- Large print
- No preference
- Hardcover books
- Paperback books
- No preference

DVDs

- Action
- Classics
- Comedy
- Documentary
- Drama
- Fantasy
- Horror
- Musical
- Romance
- Sci-Fi
- TV series/shows:

Topics of Interest

If Mystery

- Cozy** (*Lighter, less violence, language*)
- Hardboiled** (*Gritty, graphic or violent*)
- Cozy & Hardboiled**

Magazines - 5 Maximum

- Celebrity
- Entertainment
- Fashion/Lifestyle
- Finance
- Home & Garden
- News
- Sports
- Travel

Topics to Avoid

Favorite Authors

If Romance

- Religious**
- Feel Good/HEA**
(*Happily Ever After*)
- Mature Audience**
(*Strong language, sexual content, violence*)

How many items do you want to receive in total?

15 Item Maximum

Notes:

- Audiobooks on CD
- DVDs
- Fiction Books
- Non-Fiction Books
- Magazines