

# Flint Public Library Curbside Pick-Up Service

Dear Patrons,

We are excited to be able to offer curbside pick-up of library materials.

As always, your safety and the safety of our staff are of the utmost importance to us. We believe the following procedures will allow our patrons to resume enjoying materials from the library collection in a safe and organized way.

## Curbside Pick-Up Updates:

- The book delivery system is up and running; patrons may now request items from other libraries.
- We will no longer require appointments for curbside pick-up services.

**Please read the following information thoroughly to familiarize yourself with our updated Curbside Pick-Up procedure.**

## Curbside Pick-Up Procedure:

1. Patrons may submit requests through the online catalog or by calling the library (978.774.8132). Curbside Pick-Up services will be offered on Tuesday-Thursday from 10:00AM-6:00PM.

*Wishing you could browse our shelves for new books? Patrons may see our new books on the slider of our online catalog at: [https://mvlc.ent.sirsi.net/client/en\\_US/middleton/](https://mvlc.ent.sirsi.net/client/en_US/middleton/)*

2. When the order has been prepared for pick-up, patrons will receive either an email, text, or phone call notification (depending on the patron's account settings) and may visit the library on Tuesday-Thursday between 10:00AM-6:00PM to pick up the requested items. **Patrons will need to bring their library card and/or a valid photo ID to pick up and check out materials.** If you need assistance or have any questions regarding your order, please call the library (978.774.8132) or email us at [flint3@comcast.net](mailto:flint3@comcast.net).

3. Upon arrival, patrons will enter the library foyer via the entrance at the rear of the building where our parking lot is located. **We ask that patrons still practice social distancing from one another** if you notice that other patrons have arrived to pick up their materials as well. **Patrons will be required to wear facial coverings when coming to pick up their order; please do not come to the library if you are sick or are experiencing any symptoms of COVID-19.**

4. Inside of the foyer, a staff member will be present to check out your requested materials. We will ask that patrons provide the staff member with their library card and/or a valid photo ID to verify their identity before their materials can be checked out. **Please note that restrooms and other areas of the library will be unavailable for public use at this time.**

5. We are only circulating items that have been quarantined for the time recommended by state and local officials, but we recommend patrons quarantine items at home for a day or so. Please wash your hands before and after using library materials.

**We thank you for your patience as we all work together to keep everyone safe.**