

Waterboro Public Library
Curbside Service Only Beginning June 1, 2020
NO Building access

How to reserve materials:

- Log in to your account at the online catalog <https://waterboro.biblionix.com/catalog/>
- Email us at librarian@waterborolibrary.org
- By phone at 207-247-3363
- Don't know what you want? Call staff for a reader's advisory chat! Then we will select some items for you.
- Limit 20 items per family
- No ILL availability at this time. In-Library items only may be requested.
- Printing services will be available. You must send your documents to our email address above and arrange a pick up time. Fees will be placed on your patron account and can be paid when the building is reopened.

Then what:

- Wait for a notification from us via-email or phone call (however you choose to be notified) that your items are ready and schedule a pick up time. If you need the items delivered to your car please let us know ahead of time.
- During good weather your items can be picked up at the designated Curbside Service table in the parking lot during your arranged pick up time.
- If the weather is inclement we will have a Curbside Service table set up in our handicap entrance.
- Only **one** person is allowed in the materials pick up area. Please do not congregate or linger when picking up materials.
- If you require assistance and have asked to have your items be delivered to your vehicle please call when you arrive. If possible open your trunk so the items can be placed inside. If you do not have a trunk we require that you wear a mask so that a staff member can safely hand you your items through the window.

Following CDC recommended safety protocols staff will wear gloves and a mask when gathering your requested items and when they place them on the Curbside Service table or in your vehicle.

Please remain in your vehicle or always maintain a physical distance of 6 feet while staff is carrying out materials or other patrons are waiting in the parking lot.