



CURBSIDE *pickup*

How to order books for curb-side pickup -

- Search the library on-line catalog for items that you want to check out and place reserves by logging in to your online account. (We have created a video that walks you through the process here: https://www.youtube.com/watch?v=3_7tbq6pnME&feature=youtu.be)
- If you cannot place your order online, you can call the library to place your order at 989-479-3417
- Once your order is placed, library staff will pull the items requested and place them in a paper bag for pickup. When your order is ready, the library staff will notify via phone, text or email so that you can schedule your pick-up time.
- Pickup hours are subject to change, but as of June 8, 2020 the hours are MWF 11am-7pm, TTh-9am-5pm, and Saturday 10am-2pm.
- The pickup location will be in the library parking lot on the east side of the building. Two parking spaces will be designated for curbside pickup. When you arrive at the library, you will need to text or call to notify staff that you have arrived. If you do not have a cell phone, you will need to tell staff this when scheduling the pickup so that they can make other arrangements for confirming your arrival.
- There will be a limit of 10 DVDs and 20 books/audiobooks/CDs/magazines per order.