



## Books by Mail Application

Timberland Regional Library (TRL) mails library materials to cardholders who are unable to pick them up at the library.

### DETAILS

- TRL does not mail outside the five-county library district.
- Items check out for five weeks to allow for mailing and may be renewed once if no one is waiting for the item.
- You are responsible for the return of all items, including fees for items lost or damaged.
- Your Preferred Pickup Library will be set to TRL Service Center (SC) to facilitate material processing.

### ELIGIBILITY CRITERIA (please select one)

- I have a physical disability and no means of receiving books except by mail.
- I have low vision or blindness and am eligible for free postage.
- I affirm that accessing the library is difficult for me.

### AGREEMENT & SIGNATURE

By submitting this application, I affirm that the claims set forth in it are true and complete. I understand that if I am approved for *Books by Mail* service, any false statements, omissions, or other misrepresentations made by me on this application may result in termination of these services.

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Signature

Card Number

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Address

Phone

### PERMISSIONS

The library does not share your information unless you instruct us to do so. If you need to make changes to the current permissions on your account, please authorize them here. Write additional names on the back of the application. If no changes are necessary, leave this area blank.

I grant \_\_\_\_\_ permission to do the following:

- CHECK OUT MATERIALS.** May check out materials on my account.
- PICK UP HOLDS.** May check out holds on my account.
- PLACE HOLDS.** May place hold requests on my account.
- ALL.** Has full access to my account (includes updating contact information).
- NONE.** Grants no permission to others.

**Please return this signed form to any Timberland library or mail to:**

**ATTN: Books by Mail, Timberland Regional Library, 415 Tumwater Blvd SW, Tumwater, WA 98501**

**For more information** call (360) 943-5001 or visit [TRL.org](http://TRL.org) to find your local branch. Email [asklib@trl.org](mailto:asklib@trl.org) with any questions.