

1.9 Homebound Delivery Policy

Let us bring the library to you! The North Branford Library Department provides delivery and pick up of library materials to North Branford residents and registered cardholders who are homebound and cannot get to the library. Homebound is defined as someone who is unable to travel to the library on his/her own without assistance due to health, mobility, advanced age, disability, and/or permanent or temporary incapacity.

Only qualifying North Branford residents are eligible for this free service. Eligibility requirements include, but may not be limited to:

- being unable to visit the library on one's own due to a physical or mental disability, and/or
- a long-term or short-term illness,
- being a senior citizen, age 65 or older, who does not drive.

Home deliveries will be made at the doorstep of a patron's home; library staff cannot deliver items inside of residences. Service can be suspended or cancelled at the Library's discretion.

How do I apply for homebound delivery?

Registration for this service is easy. Patrons interested in utilizing home delivery service should complete the homebound delivery application and return it by:

- dropping it off at any of our library locations
- mailing it to the Atwater Library 1720 Foxon Road, North Branford, CT 06471, or
- emailing it to: Billy Tweed, wtweed@nbranfordlibraries.org for North Branford deliveries or Teresa Holabird, tholabird@nbanfordlibraries.org for Northford deliveries.

You can also contact one of the Adult Services Librarians directly:

- Billy Tweed at the Atwater Memorial Library at 203-315-6020
- Teresa Holabird at the Edward Smith Library at 203-484-0469

How does it work?

- **Select your materials:** Borrow any circulating library materials, including books, audiobooks, magazines, DVDs, and music CDs. You may request by title, subject, or author. The librarian will select the materials you request or suggest titles based on your expressed interests (ex. mysteries, romance, westerns, etc.).
- **Checking out materials/returning the items:** Once you are signed up for home delivery, we visit you once a month. The librarian will contact the homebound patron to arrange

a pickup/delivery time. We bring new library materials and accept returns from the previous visit. Items are checked out for approximately one month and can be renewed twice if no one else is waiting for the item. There are no overdue fines. Lost or damaged items will incur fees.

Approved by the Library Board October 9, 2024