

## How To Use Curbside Pickup



Go to www.peotonelibrary.org and click on the catalog search box on our home page.



Search the catalog and place holds on items. Only **items that are owned by Peotone Public Library** are available for curbside pick up at this time.

If you need help placing a hold, email or call the library: 708-258-3436.



When your holds are ready, *library staff will call you* to set up the day and time for pickup. Please be sure to *bring your library card or picture ID* to show to staff at your car window before you receive your items.



When you arrive at the library, park in one of the parking spots numbered 1, 2, 3 or 4 and stay in your car. You can then call the library at 708-258-3436 and let us know the number of your parking spot.

Hold your library card or picture ID to your closed car window so staff can verify your identity for pick up of materials.

Open your trunk or roll down your back seat window so staff can put your items in your vehicle.



\*If you have materials to return, please return them in the book drop before or after you get you library materials from staff. Staff will not be able to take library materials at the vehicle.

## IMPORTANT INFORMATION

- Patrons are NOT allowed in the library at this time.
- Phones and email will be answered: Monday Thursday (9:30am 6:30pm):
  Friday and Saturday (9:30am 1:30pm) or please leave a message.
- Items returned in the book drops will be quarantined for at least 5 days before being checked in and removed from your account. Late fees will be waived.
- Please do NOT TRY TO DISINFECT YOUR MATERIALS at home. It will damage them.