



Policy for Homebound Services

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The Sharon Springs Free Library will serve patrons who are homebound. This service will be administered by library staff with assistance from volunteers as needed.

Qualifications:

Any person who cannot get to the library due to permanent or temporary physical illness or disability, regardless of age, qualifies for homebound service.

Type of service:

1. Patrons in our service area (Town of Sharon) may either have materials delivered to their homes or may designate an individual to use their library card to take out materials for them. The library will have materials ready for pickup or delivery at a pre-arranged date and time or the designated individual may choose materials for the homebound patron. Items may be requested through the Public Access Catalog.
2. Patrons outside our service area may designate an individual to use their library card to take out materials for them. The library will not provide delivery and pick-up service to patrons outside our service area, but will have materials ready for pickup at a pre-arranged date and time if desired. The same list of materials and the inter-Library Loan service will be available to all homebound patrons.
3. All registered homebound patrons may reserve materials via the Public Access Catalog or by phoning the library.

Loan Periods:

- New books (less than two months old) may be borrowed for one week.
- Other books, audio books and music CDs may be borrowed for two weeks.
- DVDs may be borrowed for one week.
- New books and DVDs may not be renewed. Other items may be renewed if they are not on reserve for another patron.

Fines:

- Homebound patrons whose materials are delivered and picked-up by library staff or volunteers will not pay fines unless items are not ready for pick-up on a pre-arranged date.
- Homebound patrons whose materials are picked up at the library by a designated individual will be subject to standard overdue fines.