

The San Francisco Public Library provides the following services for San Francisco residents who have a disability or long-term medical condition that prevents them from visiting the Library.

Designated Borrower

Allows a homebound user to authorize a person he or she trusts to select, pick up and return library materials on his or her behalf. Designated borrowers must have their own picture IDs and the applicant's library card whenever they wish to borrow materials for the applicant.

Books by Mail

Allows a homebound user who has no one to select or pick up library materials on their behalf to borrow and return them via U.S. mail.

Reference Services

Allows homebound users limited access to SFPL traditional and electronic resources.

PLEASE NOTE that applicants are responsible for fines if materials borrowed for them are not returned on time. If you have any questions about Library Services for Homebound Users or this application, please call Books by Mail and Friends for Life at the Library for the Blind & Print Disabled at (415) 557-4253.

San Francisco residents who are unable to read or use standard print materials due to temporary or permanent visual or physical limitation—blindness, low vision, cognitive processing or manual disabilities—also may apply for services by mail from the SFPL Library for the Blind and Print Disabled. Call (415) 557-4253 for information.



San Francisco Public Library

Library Services for Homebound Users

CONFIDENTIAL APPLICATION

Please read and complete this form carefully.

RETURN COMPLETED APPLICATION TO:

Homebound Services Librarian
Library for the Blind & Print Disabled
San Francisco Public Library
100 Larkin Street
San Francisco, CA 94102

Information will be used only to provide SFPL services.

Please print clearly.

Name:

Address:

_____ **Apt.** _____

San Francisco, CA Zip Code: 941 _____

Phone: (415) _____ -- _____

Email: _____ (Optional)

Birth Date: _____ / _____ / _____ Month / Day / Year

Driver's License / California ID #: _____

I have a current SFPL card.

21223 _____

I do not have a current SFPL card. (Must submit a photocopy of a valid photo ID that is accepted by SFPL)

How does your disability prevent you from using library services?

Designated Borrower Authorization {Optional}

I authorize _____
to check out library materials on my behalf. I will be responsible for making sure that all materials are returned and that appropriate fines are paid. I understand this person must show his or her own ID and my library card each time materials are checked out for me.

Designated Borrower Agreement

I agree to use this SFPL card only to borrow materials for the applicant.

X _____

Signature of Authorized Designated Borrower

IMPORTANT Applicant must sign below:

I will be responsible for ensuring all library items borrowed by me or my authorized designated borrower are returned and appropriate fines paid.

X _____

Signature of Applicant

DATE