

TITLE: Homebound Service Policy

Lake Villa District Library (LVDL) offers homebound delivery service to residents who experience difficulty regularly visiting the library due to illness, disability, or other mobility issues and need assistance selecting materials, placing holds, and managing their LVDL account.

A Homebound Service Application can be set up in advance, at www.lvdl.org, or during the first homebound visit.

- Homebound service recipients will be issued a LVDL card at the first visit.
- Delivery of library materials is made by library representatives or sent by mail.
- Patrons are responsible for lost or damaged items.
- Patrons requiring homebound service must provide a safe and appropriate environment for staff members who make deliveries to their homes.
- Library staff may choose not to enter a home, leave a home immediately, and/or recommend suspension of homebound service. The library reserves the right to discontinue a patron's homebound service at any time.

Adopted: April 13, 2009
Revised: 2/17, 3/21



Lake Villa District Library

Homebound Service Application

Lake Villa District Library (LVDL) offers homebound delivery service to residents who experience difficulty regularly visiting the library due to illness, disability, or other mobility issues and need assistance selecting materials, placing holds, and managing their LVDL account.

Name: _____

Address: _____

Phone: _____

Email: _____

Library Card Number: _____

If you do not have a library card, an application for a card can be filled out during the first homebound visit.

Is your request for: Temporary service Permanent Service

Best day/time to visit:	Monday	<input type="checkbox"/> morning	<input type="checkbox"/> afternoon
	Tuesday	<input type="checkbox"/> morning	<input type="checkbox"/> afternoon
	Wednesday	<input type="checkbox"/> morning	<input type="checkbox"/> afternoon
	Thursday	<input type="checkbox"/> morning	<input type="checkbox"/> afternoon
	Friday	<input type="checkbox"/> morning	<input type="checkbox"/> afternoon

Emergency contact: _____

Applicant's Signature: _____ Date: _____

If you are filling out this application online, you will be able to sign a paper form during your first homebound visit.