

## What You Need to Know about Curbside Pickup

- Pickup hours are
  - 10 -2 on Mon, Wed, & Fri
  - 3-7 on Tues & Thurs

Pickup may not be available during periods of rain or stormy weather.

- Place item(s) on hold as you normally would. Use our online catalog or call the library at 231-894-9531 to request items. Holds may take up to 24 hours to process for on-shelf items in our collection.
- When you receive notice that your holds are ready, and you:
  - **Have a mobile device:** come to the library and park in one of the designated curbside pickup spaces by the meeting room. Follow the instructions on the sign located in front of the parking space. **Be sure to bring your library card.**
  - **Do not have a mobile device:** please call 231-894-9531 to schedule a pick-up appointment.
- Please be patient as we check out your holds. Staff will bring them to the table in front of your car. Wait for staff to move away before collecting your items. For the safety of patrons and staff, person to person hand-offs will not be accepted.
- Need help navigating our catalog and placing a hold? Watch the video tutorial available on the website.
- Only one pickup per day is allowed and your account must be in good standing (i.e. not blocked due to unpaid fees or lost materials) to use Curbside Pickup.