

**TITLE: Homebound Service Policy**

Lake Villa District Library (LVDL) provides delivery of circulating materials to residents of the District who are unable to visit the library. Homebound service is available to patrons who may be confined to their residence due to illness, disability, or other mobility issues.

A Homebound Service Application can be set up in advance, at [www.lvdl.org](http://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.
- The library reserves the right to discontinue a patron's homebound service.

Adopted: April 13, 2009  
Revised: 2/17



# Lake Villa District Library

## Homebound Service Application

Lake Villa District Library offers homebound service to those patrons residing in the *Lake Villa Library District* who are unable to visit the library. "Homebound" is defined as being generally confined to the residence due to illness, disability or other mobility issues.

**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.

**Reason for service request:** \_\_\_\_\_

**Is your request for:**

- Temporary service
- Permanent Service

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

**Emergency contact:** \_\_\_\_\_

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**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

By signing this application, you acknowledge that you are unable to visit the library because you are confined to your residence due to illness, disability or other mobility problems.

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