

## Books By Mail

Jacksonville Public Library  
Main Library  
303 N. Laura St  
Jacksonville, FL 32202

(904) 630-2986

### **Eligibility Requirements**

The Jacksonville Public Library offers a Books By Mail service for individuals who are homebound, disabled or lack transportation to the library. Individuals requesting this service must have a valid library card from the Jacksonville Public Library. Library cards can be issued through the mail by calling the Special Services Department at 630-2986.

All library card applicants must provide ID which includes your current street address. Examples of acceptable ID are driver's license, vehicle registration, or a recent utilities bill. Photocopies of identification proving you reside in Duval County are required to be included with the completed application you mail back to Books By Mail.

### **Available Materials**

Hardback and paperback books, large print books, audio cassettes (music or books) and compact discs may all be borrowed through Books By Mail.

Customers can request material by subject: current fiction, biography, romance, historical fiction, mystery, westerns, science fiction, crafts, hobbies, etc. or request Readers' Advisory from any library location. Special Services can process requests only for specific authors and titles.

### **Requesting Materials**

Materials using Readers' Advisory can be requested by calling the Call Center at 630-2665, 630-2740 (TDD), or any library location. Specific authors and titles can be requested by calling Special Services at 630-2986. A maximum of four requests may be placed per telephone call.

### **Receiving Materials**

Please note the due date slip included with the items you receive. The items must be returned to the library by this date. Save the mailing bag and the enclosed mailing label to return the items.

## **Returning Materials**

1. Place the material in the original mailing bag.
2. Fold the open end of the envelope over once, moisten the gummed tape and seal the bag.
3. Place the enclosed label over the original label on the mailing bag.
4. Apply the same amount of postage as was used to send the materials to you, and mail the package back to the library.
5. If a neighbor, friend or relative returns the material for you at any library location, you will avoid postage fees.

**Always return Books By Mail materials to the library in the mailing bag!**

For more information about the Books By Mail service, please call the Special Services Department at 630-2986.