## 721 / Circulation

## Home Delivery Service

Villa Park Public Library provides home delivery of materials to Villa Park Public Library card holders or those eligible to become card holders. Home delivery will occur on a pre-determined schedule set by the library.

The home delivery service brings library materials directly to the card holders' door if they cannot physically come to the library for any reason. This free service is available on a temporary or permanent basis, depending on the card holders' needs. Library staff or volunteers cannot enter a patron's private residence or provide assistance with activities of daily living or advice on financial, medical, tax, or personal matters.

Applicants who contact the library for home delivery service must verify that they have or are eligible to have Villa Park Public Library cards.

If necessary, the library staff member responsible for home delivery service will have a library card prepared for the patron.

Applicants give permission for library staff to use their patron card to check out materials.

The initial checkout for home delivered materials is one month. An item may be renewed if there are no other patrons waiting for the item.

Villa Park Public Library may suspend services if a patron engages in threatening, harassing, or disruptive behaviors directed at staff or volunteers.