



SEAFORD PUBLIC LIBRARY

# "GRAB & GO" LENDING SERVICE



**"GRAB & GO" LENDING SERVICE HOURS**  
**Monday, Tuesday, Thursday, Friday 10am-6pm**  
**Wednesday 1-6pm**  
**Saturday 10am-2pm**

## **STEP 1**

*Place a Hold: By the online catalog, by phone at (516) 221-1334, or by email at [reference@seafordlibrary.org](mailto:reference@seafordlibrary.org) or [childrens@seafordlibrary.org](mailto:childrens@seafordlibrary.org)*

## **STEP 2**

*Leave us your name, phone #, Library barcode and items requested. Give us 1 hour to get your materials ready. Items will be held for 7 days. If placing a hold on the catalog, you will get an email when your items are ready for pick-up.*

## **STEP 3**

*Call us when you are at the Library.*

## **STEP 4**

*Items will be placed in a paper bag with your name on a cart in the front lobby. A receipt will also be given with your items.*

Return items in the book & media drops or place in the boxes in the front lobby of the Library.  
Masks are required to enter the front lobby.

# Frequently Asked Questions

How do I request an item?

You can place reserves on items in the online catalog, call the library at 516-221-1334 or email us at [reference@seafordlibrary.org](mailto:reference@seafordlibrary.org) / [childrens@seafordlibrary.org](mailto:childrens@seafordlibrary.org).

Are items safe to borrow?

The American Library Association recommends, based on CDC guidelines, that all materials are quarantined for 24 to 48 hours before lending them out. The Seaford Public Library will be quarantining all materials for 96 hours prior to making them accessible to borrow.

How do I pick up items?

When you arrive at the library, call us at 516 221-1334 with your name. A paper bag with your last name will be on a cart in the front lobby where you may pick up your items. A mask is required to enter the lobby of the Library.

What materials are available to borrow?

Much of our collection may be currently checked out or in quarantine, We are continuing to purchase new materials and will do our best to fulfill your request or offer alternatives.

How many items may I borrow?

At this time, we will be limiting the number of items to 10 per card.  
Other limitations - 6 DVD's (3 New), 5 audio-visual materials

When will my items be due back?

Any materials checked out will have the regular due dates. No fines will be assessed for items checked out prior to the pandemic.

Where can I return items?

Items should be placed in the appropriate drop (book or video). The bins will be open 24/7. During "Grab & Go" service hours, items may also be placed in the boxes in the front lobby of the the Library. Due to our quarantine period, returned items will show as checked out on your record for several days. No fines will be accrued during this time.

What if I have additional questions?

You can call the library at 516 221-1334 Monday, Tuesday, Thursday, Friday between the hours of 10-6, Wednesday between the hours of 1-6 and Saturday between the hours of 10-2. Email us at [reference@seafordlibrary.org](mailto:reference@seafordlibrary.org) or [childrens@seafordlibrary.org](mailto:childrens@seafordlibrary.org). Chat with us on our website at [www.seafordlibrary.org](http://www.seafordlibrary.org) between the hours of 11am-5pm. (look for the chat bubble in the lower right corner)